

Edwin M. Lee  
MAYOR



Mara Rosales  
CHAIR

Marily Mondejar  
VICE-CHAIR

Miguel Bustos  
Leah Pimentel  
Darshan Singh  
COMMISSIONERS

Tiffany Bohee  
EXECUTIVE DIRECTOR

**MINUTES OF A REGULAR MEETING OF THE  
COMMISSION ON COMMUNITY INVESTMENT AND INFRASTRUCTURE  
OF THE CITY AND COUNTY OF SAN FRANCISCO HELD ON THE  
3rd DAY OF MAY 2016**

The members of the Commission on Community Investment and Infrastructure of the City and County of San Francisco met in a regular meeting at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 416, in the City of San Francisco, California, at 1:00 p.m. on the 3rd day of May 2016, at the place and date duly established for holding of such a meeting.

**REGULAR MEETING AGENDA**

**1. Recognition of a Quorum**

Meeting was called to order at 1:09 p.m. Roll call was taken.

Commissioner Bustos - absent  
Vice-Chair Mondejar - present  
Commissioner Pimentel - present  
Commissioner Singh - present  
Chair Rosales – present

Commissioner Bustos was absent; all other Commission members were present.

**2. Announcements**

- A. The next scheduled Commission meeting will be a regular meeting held on Tuesday, May 17, 2016 at 1:00 p.m. (City Hall, Room 416).
- B. Announcement of Prohibition of Sound Producing Electronic Devices during the Meeting
- C. Please be advised that the ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised the Chair may order the removal from the meeting room of any person(s) responsible for the ringing of or use of a cell phone, pager, or other similar sound-producing electronic device.  
Announcement of Time Allotment for Public Comments

**3. Report on actions taken at previous Closed Session meeting - None**

**4. Matters of Unfinished Business – None**

## 5. Matters of New Business:

### CONSENT AGENDA

- a) Approval of Minutes: Regular Meeting of April 5, 2016

#### **PUBLIC COMMENT – None**

Vice-Chair Mondejar motioned to move Item 5(a) and Commissioner Pimentel seconded that motion.

Secretary Guerra called for a voice vote on Item 5(a).

Commissioner Bustos - absent

Vice-Chair Mondejar - yes

Commissioner Pimentel - yes

Commissioner Singh - yes

Chair Rosales - yes

**ADOPTION:** IT WAS VOTED BY FOUR COMMISSIONERS WITH ONE ABSENCE THAT Approval of the minutes for the regular meeting of APRIL 5, 2016, BE ADOPTED.

### REGULAR AGENDA

- b) Approving a Budget for the period of July 1, 2016 through June 30, 2017 and authorizing the Executive Director to submit the Budget and Interim Budget to the Mayor's Office and the Board of Supervisors (Discussion and Action) (Resolution No. 19-2016)

Presenters: Tiffany Bohee, Executive Director; OCII; Bree Mawhorter, Deputy Director, Finance & Administration, OCII

#### **PUBLIC COMMENT - None**

Commissioner Singh pointed out that the budget had increased almost 1/3 from the previous year and inquired about why they were spending \$203 million; inquired about what would make up the bulk of these dollars.

Ms. Mawhorter responded that this was a reflection of the prior period authority, which was why she had decided to report on prior period authority. She stated there was a lot of expenditure built into their budget from an accounting perspective which was a recognized part of the budget, but they had not been reporting those dollar figures. So, in effect, they had been underestimating the sheer amount of work that was being done by not showing the full scope of their work plan, some of which was reflected in the work of prior years. Ms. Mawhorter responded that the bulk of the money consisted of capital improvements such as in Yerba Buena, any prior period bond authority being rolled forward, all the developer payments then passed on to CBO's in the Shipyard, all cash balances in Yerba Buena, CDBG funds being held on the books, and other things.

Executive Director Bohee added that some of the prior period payment authority was also for housing projects.

Ms. Mawhorter responded that the bulk of it was for affordable housing loans.

Vice-Chair Mondejar asked her to expand on the construction specialist; inquired about whether this was a permanent or temporary position; inquired about what the capital improvements requested by MJM were for and how much.

Ms. Mawhorter replied that this dated back to the former San Francisco Redevelopment Agency. She explained how the process went: OCII came to an agreement with the developer about what kind of affordable housing they would be building; however, to make sure the developer was meeting the terms of the agreement, they needed ongoing review and monitoring, particularly in the area of change orders, to make sure everything was being built according to plan. After dissolution, the Mayor's Office of Housing and Community Development (MOHCD) took on that function for OCII through a work order. However, now that there was so much affordable housing in the pipeline and such great pressure in the community to build, it was becoming difficult for MOHCD to support their own projects as well as those of OCII, which were very particular and complex because of redevelopment. Having this new position, the in house construction specialist would help create the necessary synergy and cooperation between the construction manager and the project area management staff and would allow for more communication between the two roles, she responded this would be a permanent position. To the MJM capital improvements question, she responded the crescent pool had some water damage that needed to be repaired which amounted to \$1.2 million.

Commissioner Pimentel inquired about how the outreach process for the construction supervisor position would ensure a diverse pool of candidates and also diversity as far as the selection pool throughout the City; inquired about security services; inquired about whether staff would consider using CBO list serves, posting on social media and church bulletins as well.

Ms. Mawhorter clarified that Commissioner Pimentel was inquiring about the recruitment process. She responded that they placed high priority on the recruitment process and reported that they used a private recruitment firm, placed notifications on their publicly available website and notifications through employment job-searching websites, among other things. She responded that they had posted on INDEED and stated that they would be happy to cast the net as broadly as possible and were always looking for more ways to get the word out because finding good candidates was very difficult. Regarding security services, Ms. Mawhorter responded that Lennar paid for security services and then deferred to Executive Director Bohee for more detail.

Executive Director Bohee responded that for Rincon Park and for South Beach Harbor, there are provided security services and in both cases, the Port of San Francisco was the fee title property owner. She explained that OCII entered into a lease arrangement with the Port for South Beach Harbor and went through a series of steps with the community, the voters and CAC members. Ms. Bohee indicated that they were almost finished with this process for Rincon Park and South Beach. She ensured that there was security at both sites and added that they had contracted with the Port of San Francisco and Rincon Park to provide for maintenance and security and had also received a contribution from the Gap, Inc. She stressed security had been in existence since day one and had always been part of the operating costs for South Beach Harbor and Rincon Park

Chair Rosales inquired about the MOU's with the City and about how many they had; inquired about the MOU with the Planning Commission; inquired about whether they had enough funding with Planning and other City agencies.

Ms. Mawhorter responded these MOU's were slightly different. She explained that one recently completed MOU was with the Department of Public Works (DPW) for work on several alleyways in SOMA for \$75,000. Another MOU which took place around Christmas time for \$8.2 million was with MOHCD to complete elevator work in one of the housing projects and other repairs in Mission housing projects

Ms. Mawhorter reported that MOHCD was releasing a NOFA to solicit more housing services and that OCII would be funding those when they were ready in the spring. She responded that the previously mentioned MOU's were funded by bond proceeds; the one with the Planning Commission would be funded by the developer. She explained that if there was no other funding source because of the lack of a developer or for doing work funded by OCII, they would use tax increment to pay Planning. Ms. Mawhorter added that these were a special set of MOU's created to dispose of the excess bond proceeds and to make sure they were spent in a matter that matched the original bond indenture. She responded that they had existing MOU's with the City Attorney's Office, DPW, the San Francisco Fire Department, OLSE, City Administrator's Office, the Planning Department, the Controller's Office, OEWD, and MOHCD.

Vice-Chair Mondejar motioned to move Item 5(b) and Commissioner Singh seconded that motion.

Acting Secretary Lucinda Nguyen called for a voice vote on Item 5(b).

Commissioner Bustos - absent

Vice-Chair Mondejar - yes

Commissioner Pimentel - yes

Commissioner Singh - yes

Chair Rosales - yes

**ADOPTION:** IT WAS VOTED UNANIMOUSLY BY FOUR COMMISSIONERS THAT Resolution No. 19-2016, Approving a Budget for the period of July 1, 2016 through June 30, 2017 and authorizing the Executive Director to submit the Budget and Interim Budget to the Mayor's Office and the Board of Supervisors, BE ADOPTED.

**6. Public Comment on Non-agenda Items – None**

**7. Report of the Chair**

Chair Rosales stated that she did not have a report.

**8. Report of the Executive Director**

Executive Director Bohee gave an update on Candlestick Point. She reported that OCII had issued RFP's for two separate housing blocks for over 300 units around the Candlestick retail center and had recently received four submittals for the due date which was the previous week for Candlestick Point Blocks 10A North and 11A South. The four teams were Tenderloin Neighborhood Development Corp with Young Community Developers; Mercy Housing/San Francisco Housing Development Corporation; McCormack Baron Salazar/BVHP Multi-purpose Senior Services and Integral Group/Tabernacle Community Development Corp. Ms. Bohee explained that the same set of teams had offered proposals for Block 11A South as well but with different architects. She added that staff was going through the due diligence and review process and would be coming back to Commissioners with a recommendation in a couple of months for the selection of a developer(s).

**PUBLIC COMMENT – None**

**9. Commissioners' Questions and Matters – None**

Commissioner Mondejar asked for an update on interns.

Executive Director Bohee responded that the budget just approved included staffing for temporary assistance, interns or limited term assignment help. They would be working with the HR Staff to go through the process to bring them on board.

Chair Rosales thanked staff for all the material distributed for the presentation. She was particularly pleased with Exhibit B, the San Francisco Neighborhood Social Economic Profiles because it included all the neighborhoods and was very enlightening. Ms. Rosales pointed out that the reports would serve as a reference point for all future presentations brought before them.

Commissioner Singh stated that the information was very informative and inquired about who prepared the reports; inquired about whether this information was the latest available.

Executive Director Bohee responded that the Planning Department had an analysis division where they performed statistical analysis and that they had prepared Exhibit B. She reported that the Community Health Assessment was prepared by the Public Health Department. Ms. Bohee responded that 2014 was the latest information available. She added that these were analyses and extrapolations from the census.

Commissioner Mondejar inquired about whether the reports were available online.

Executive Director Bohee responded in the affirmative and added that the reports were available to the public as well.

## **10. Closed Session**

**Chair Rosales asked that members of the public who were not part of the Closed Session to leave the room.**

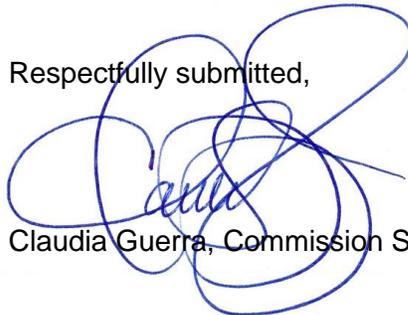
- a) CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION. (Pursuant to California Government Code Section 54956.9(d)(1)), Mission Bay Alliance and Jennifer Wade v. Office of Community Investment and Infrastructure et al., Case No. CPF-16-514892 (San Francisco Superior Court, filed Jan. 7, 2015 in Sacramento Superior Court as 34-2016-800002271 and transferred to San Francisco); Mission Bay Alliance and Jennifer Wade v. City and County of San Francisco, et al., Case No. CPF-16-514811 (San Francisco Superior Court, filed Feb. 26, 2016) (discussion).

Chair Rosales announced that there were no reportable items from the Closed Session.

## **11. Adjournment**

The meeting was adjourned by Chair Rosales at 2:15 p.m.

Respectfully submitted,



Claudia Guerra, Commission Secretary