

Mark Farrell  
MAYOR



Marilyn Mondejar  
CHAIR

Miguel Bustos  
VICE-CHAIR

Mara Rosales  
Darshan Singh  
COMMISSIONERS

Nadia Sesay  
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  
1st DAY OF MAY 2018**

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 1st day of May 2018, 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 1:01 p.m. Roll call was taken.

Commissioner Rosales - present  
Commissioner Singh - present  
Vice-Chair Bustos - present  
Chair Mondejar - present

All Commission members were present.

**2. Announcements**

A. The next scheduled Commission meeting will be a regular meeting held on Tuesday, May 15, 2018 at 1:00 p.m. (City Hall, Room 416).

B. Announcement of Prohibition of Sound Producing Electronic Devices during the Meeting

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.

C. 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) Authorizing the Executive Director to enter into a Memorandum of Understanding with the City and County of San Francisco Controller's Office for financial systems, accounting, and audit support, in an amount not to exceed \$245,000 for Fiscal Year 2018-2019 (Action) (Resolution No. 22-2018)

Presenters: Chair Mondejar

**PUBLIC COMMENT - None**

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

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

Commissioner Rosales - yes  
Commissioner Singh - yes  
Vice-Chair Bustos - yes  
Chair Mondejar – yes

**ADOPTION:** IT WAS VOTED UNANIMOUSLY BY FOUR COMMISSIONERS THAT RESOLUTION NO. 22-2018, AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY AND COUNTY OF SAN FRANCISCO CONTROLLER'S OFFICE FOR FINANCIAL SYSTEMS, ACCOUNTING, AND AUDIT SUPPORT, IN AN AMOUNT NOT TO EXCEED \$245,000 FOR FISCAL YEAR 2018-2019, BE ADOPTED.

**REGULAR AGENDA**

- b) Approving an Ordinance Levying Special Taxes within the Successor Agency to the Redevelopment Agency of the City and County of San Francisco Community Facilities District No. 9 (HPS2/CP Public Facilities and Services) (Discussion and Action) (Ordinance 1-2018)

Presenters: Chair Mondejar; Nadia Sesay, Executive Director; Bree Mawhorter, Deputy Director, Finance & Administration

**PUBLIC COMMENT - None**

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

Secretary Cruz called for a voice vote on Item 5(b)

Commissioner Rosales - yes  
Commissioner Singh - yes  
Vice-Chair Bustos – yes  
Chair Mondejar - yes

**ADOPTION:** IT WAS VOTED UNANIMOUSLY BY FOUR COMMISSIONERS THAT ORDINANCE NO. 1-2018, APPROVING AN ORDINANCE LEVYING SPECIAL TAXES WITHIN THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY AND COUNTY OF SAN FRANCISCO COMMUNITY FACILITIES DISTRICT NO. 9 (HPS2/CP PUBLIC FACILITIES AND SERVICES), BE ADOPTED.

- c) Approving a Budget for the period July 1, 2018 through June 30, 2019 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. 23-2018)

Presenters: Nadia Sesay, Executive Director; Bree Mawhorter, Deputy Director, Finance & Administration; Jim Morales, General Counsel and Deputy Director

**PUBLIC COMMENT - None**

Commissioner Singh referred to slide #9 of the presentation regarding employees' salaries and benefits and inquired why this was the first time this was included in the budget presentation; inquired about how much all employees had made over all the years; pointed out the fact that they were approving the budget at this meeting; inquired about the \$10.4 million payment to other public agencies.

Ms. Mawhorter responded to the question regarding salaries for budgeted positions by noting that a list of budgeted positions is in the budget narrative attached to the resolution. She also responded that one of the trailing budget items is the salary ordinance, which shows all budgeted and non-budgeted positions and the accompanying salary ranges and is normally presented in June. She also noted that the budget traditionally indicates salary ranges associated with each classification but generally does not provide individual salaries for individual people.

Executive Director Sesay indicated that Finance would provide this information to Commissioner Singh, if he wished it.

Ms. Mawhorter explained that the \$10.4 million payment to other public agencies is a combination of a number of things, including the transfer of fund balance generated by Yerba Buena Gardens (YBG), which is scheduled to transfer by the end of the fiscal year and the transfer of fund balance generated by South Beach Harbor to pay down the Cal Boating loan and facilitate the transfer of the asset. Ms. Mawhorter further explained that the fund balance generated by YBG is \$5 million of retained program income that will be utilized to pay trailing invoices for work completed prior to, but billed after the transfer of the asset. .

Commissioner Rosales referred to slide 9, point 5 regarding workforce development services for \$500,000 and inquired whether that was with the San Francisco Office of Economic and Workforce Development (OEWD) and how that related to Payments to Other Public Agencies; she requested clarification that expenditures for San Francisco Attorney's Office, OEWD, and outside counsel were separate items. Ms. Rosales explained that they needed to make sure they had enough money to pay for outside services; she inquired about the Grants to Community-Based Organizations (CBO's); inquired about whether there was any money in the budget to fund DAHLIA. Ms. Rosales referred to Maria Benjamin stating that there was a new feature of DAHLIA whereby the system would match the candidate profile with the opportunity, an upgrade which would require more money.

Responding to Commissioner Rosales's question regarding services procured from City departments and how these payments related to payments to other government agencies, Ms. Mawhorter responded that the items detailed in Payments to Other Public Agencies are cash transfers that are not in exchange for services. Ms. Mawhorter further explained that in instances where OCII procures services from City departments such as Dept. of Planning, Dept. of Public Works and MTA, the payments to the City are classified as professional services because. She added that OCII calls out workforce and development services separate from other professional services because staff know these items are of particular importance to the Commission. Ms. Mawhorter displayed a slide of services OCII procures from the City and explained the separate expenditures. She explained staff looks at budget vs actual expenditure from last year and analyzing them to ensure there is enough

room for all the planned expenditures. Ms. Mawhorter added that she personally contacts all the CFO's of those departments to make sure the department and OCII are on the same page.

Responding to Commissioner Rosales's question regarding Grants to Community Based Organizations, Ms. Mawhorter stated that, in the past, the number regarding Grants to CBO's included all the CBO's that they supported in YBG, but because of the transfer of YBG to the City, this number is lower in the budget year than in prior years. . She stated that in the budget year, the majority of Grants to Community Based Organizations are related to payments to CBO's acting in the Shipyard and Candlestick Point and funded by the Legacy Foundation.

Responding to Commissioner Rosales's question regarding DAHLIA, Ms. Mawhorter responded that the DAHLIA project was fully implemented and the last time OCII had money in the budget for DAHLIA was FY 2015-16. Ms. Mawhorter added that OCII had not received any further requests from the Mayor's Office of Housing and Community Development (MOHCD) for funding for DAHLIA.

Executive Director Sesay responded that they would follow up on this; however, she reported that MOHCD had recently received an MFAC (Municipal Fiscal Advisory Committee) award for DAHLIA.

Mr. Morales reminded Commissioners that OCII made a direct payment of \$8-\$10 million/year to MOHCD as the housing successor which they could use for a variety of low income housing purposes.

Vice-Chair Bustos acknowledged staff's work on this presentation and welcomed the new budget person, Mina Yu (Financial Reporting & Management Analyst) to the team. He commended staff on this reduced budget, which showed that they were doing their due diligence to account for every penny and were being careful with the public's money while continuing to follow OCII's mission.

Chair Mondejar inquired about Professional Services.

Ms. Mawhorter responded that Professional Services is a broadly defined term and that OCII tends to use other professional services to obtain specialized services that in house OCII staff cannot provide. Ms. Mawhorter provided examples such as a fit test of a building or an economic analysis to determine the viability of services in a neighborhood.

Executive Director Sesay added that these also included public communications support and website update.

Chair Mondejar was pleased to hear about a website update.

**PUBLIC COMMENT - None**

Commissioner Rosales motioned to move Item 5(c) and Vice-Chair Bustos seconded that motion.

Secretary Cruz called for a voice vote on Item 5(c)

Commissioner Rosales - yes

Commissioner Singh - yes

Vice-Chair Bustos – yes

Chair Mondejar - yes

**ADOPTION:** IT WAS VOTED UNANIMOUSLY BY FOUR COMMISSIONERS THAT RESOLUTION NO. 23-2018, APPROVING A BUDGET FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019 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 Mondejar announced that she had taken a tour of the Park Tower the previous week with staff members and that the Tower would be officially opened in the fall 2018. She reported that this would be the only building that was 100% commercial space with no housing.

**8. Report of the Executive Director**

Executive Director Sesay stated that she had no report.

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

**10. Closed Session – None**

**11. Adjournment**

Motion to adjourn was made by Commissioner Rosales and seconded by Commissioner Singh. The meeting was adjourned by at 1:37 p.m.

Respectfully submitted,



Jaimie Cruz  
Commission Secretary