

**BALBOA RESERVOIR COMMUNITY ADVISORY COMMITTEE  
CITY & COUNTY OF SAN FRANCISCO**

**REVISED MEETING MINUTES**

**Lick Wilmerding High School, Cafeteria  
755 Ocean Avenue, San Francisco  
Wednesday, August 26, 2015  
6:15 PM  
Inaugural Meeting**

**Committee Members Present:**

Howard Chung, Brigitte Davila, Kate Favetti, Christine Godinez, Rebecca Lee, Robert Muehlbauer, Maria Picar, Lisa Spinali, Jon Winston

**Committee Members Absent:**

None

**Staff Present:**

Robb Kapla, City Attorney's Office; Jeremy Shaw, Sue Exline, Planning Department; Emily Lesk, Mike Martin, Phillip Wong, Office of Economic and Workforce Development; Michael Carlin, Craig Freeman, Rosanna Russell, San Francisco Public Utilities Commission; Matthias Mormino, District 7 Supervisor Yee's Office

**1. Call to Order and Roll Call**

- a. Staff introductions
- b. Roll Call

**2. Introduction of CAC Members**

- a. Howard Chung
- b. Kate Favetti
- c. Christine Godinez
- d. Rebecca Lee
- e. Robert Muehlbauer
- f. Maria Picar
- g. Lisa Spinali

- h. Jon Winston
- i. Brigitte Davila
- j. No public comment

3. Adoption of Bylaws

- a. CAC members agreed to consider Item 7 (Adoption of Regular Meeting Time) prior to Item 3 (Adoption of Bylaws)
  - i. Ask for public comment or objection: none
- b. Action: Set regular meetings date and time of the CAC as the second Monday of every month at 6:30 PM; Motion: Winston, Second: Spinali
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes: [none]
- c. Action: Adopt Bylaws; Motion: Chung, Second: Winston
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes [none]
- d. Public Comment:
  - i. Request that staff correct Memo to Members of the CAC because attachment 1 is missing page #2 of the legislation
  - ii. Suggest creating create clearinghouse for community input and request that minutes be detailed
  - iii. Suggest recording audio of meetings in addition to meeting minutes
  - iv. Request for confirmation that the Regular Meeting date will be set in stone; staff clarified that the committee is able to amend the bylaws to change the regular meeting time
- e. Action: Amend bylaws to audio require recording of meetings; Motion: Favetti, Second: Winston
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes: [none]

4. Election of Chair and Vice-Chairperson

- a. Action: Nominate CAC Chair; Motion: Winston nominates Spinali for Chair; Accepted: Spinali
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes: [none]
- b. Action: Nominate CAC Vice-Chairperson; Chung nominates Favetti for Vice chairperson; Accepted: Favetti
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes: [none]
- c. Public Comment:

- i. Who are the nominees and what are their seats? Staff clarified that the nominees represent Seats 1 and 2.

5. CAC Meeting Ground Rules

- a. CAC member discussion:
  - i. Picar: Let people finish their comments; be respectful
  - ii. Muehlbauer: Staff presentations should be allowed to be completed before responses come; be nice and respectful
  - iii. Lee: not have two people talking at the same time, particularly for good documentation
  - iv. Godinez: Suspend judgment; Make time to listen, process and reflect
  - v. Favetti: Gear towards solutions
  - vi. Davila: Keep non-verbal vocalizations of disgust to a minimum
  - vii. Godinez: Get to the point; say what is core
  - viii. Davila: Don't take more time than is allotted
    - 1. Chung: Try to stay within the established timeframe of the meeting
  - ix. Muehlbauer: Ask chair to check-in with committee if meeting is anticipated to go over established timeframe
  - x. Spinali: Be honest with your perspectives, but maintain level of respect
  - xi. Winston: Golden rule and be respectful
- b. Public comment:
  - i. If you disagree, disagree with the idea not the person
  - ii. Do your homework before coming to the meeting re: length of meeting
- c. Motion to accept ground rules: Favetti, Second: Lee
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes: [none]

6. Introduction of CAC Role: Purpose, Process, Timeline, and Context. (Discussion Only)

- a. Discussion by CAC Members
  - i. Discussion of City College's role: Chung: Was there a discussion with City College on being included?; Davila: SFPUC will work with CCSF; Martin: City has been in touch with CCSF to discuss parking needs and student and teacher housing
  - ii. Discussion of seriatum meetings: Spinali: No emails to the entire group; do not reply-all; Winston: Pedestrian Safety Advisory Committee avoids full-group emails by having everyone suggest new agenda items to the chair; Kapla: Procedural items are able to be discussed outside of the meeting, if they are non-substantive or material then discussions can take place outside of the scheduled and noticed CAC meetings
  - iii. Spinali: the graphic makes it look like a developer partner will be selected in January; Lesk: ideally the RFP would be issued in January but developer partner selection will be a multi-month process

- iv. Muehlbauer: Change page 13 bullet to Transportation Circulation and parking strategy; are we exploring linkages with our primary transportation networks; page 13
  - v. Davila: Is cooperative housing a possibility, and what are the tax implications of cooperative and affordable housing; Martin: this can be discussed
  - vi. Chung: In response to anticipated parameters: keep in mind that transportation means vehicular, bicycles, and pedestrians – all forms of transportation
  - vii. Lee: How will the CAC address resources such as water?
  - viii. Continued City College Discussion: Spinali: City College performing arts center is in limbo, so City College discussion should be woven into each meeting; Davila: Willing to provide updates on City College masterplan process; Favetti: Suggest making a City College report a regular agenda item; Martin: we will incorporate input from the master planning efforts of CCSF throughout the development process; Spinali: Request preliminary information on CCSF's master planning efforts; Davila: Willing to provide
  - ix. Spinali: What are the tools for financing community benefits?; Martin: They would be the same regardless of whether the site is leased or sold
  - x. Lee: How does SFPUC balance their role as property owner and as resource manager/utility provider; Carlin: Developer is responsible for obtaining utilities and SFPUC only provides utilities framework, SFPUC may be the provider
  - xi. Discussion of transportation: Muehlbauer: What is SFMTA's role and Balboa Reservoir staff's working relationship with SFPUC; Shaw: SFMTA is involved in CAC meetings that will cover transportation parameters, Transportation Demand Management Study; Lesk: staff is in very close regular communication with colleagues at SFMTA; Spinali: One of the biggest implications is the potential congestion, which may require more than one meeting; topics will likely bleed into other meetings
  - xii. Lee: How will the project fit into SFPUC water management plan, regional resource management plan?
  - xiii. Discussion of meeting preparation/logistics: Favetti: Suggest receiving meeting materials no later than the Wednesday before our Monday meetings; Spinali: What study questions/information do we need to collect in the time between meetings, especially when needing to best represent our constituents?; Martin: Sept. 14 is the next meeting, we will commit to get you the agenda and the necessary materials by 9/4, unsure of what we can commit to in the future but as much time as possible in advance of meetings; Winston: Can we make materials available online?
- b. Public comment:
- 1. Since time is already lost on this project, how can we make this process move more quickly?

2. Sustainability should be separated from infrastructure; infrastructure, particularly SFPUC's resource management, merits more attention, including water retention and water treatment and people's concern about ~~water overrides~~ sea level rise (Change per Jon Winston at 9/14 Regular CAC Meeting)
3. Concerned about Prop K: will homes be built and be privately owned? Can low-income units they be resold for a profit? Affordable housing should remain affordable housing.
4. Does online overview of past ballot measures include measures where housing was defeated? How was the space used before the reservoir was built?
5. May I email BRCAC or talk to the Westwood Park President, instead of showing up? Is it worth it for me to take a night off of work to show up to meetings? Martin – You can do both, check the agenda, the reason general public comment is agenda item #2 for September is to allow comments to be made on non-agendized items; Spinali: general public comment will occur earlier to be respectful of attendees' time and participation
6. Housing and neighborhood character will require more than one meeting; will there be a draft RFP subject to community input and then finalized? Martin: It will be up to the CAC to decide if more meetings are necessary, CAC will weigh in on RFP by having the development parameters discussed by the CAC attached to the RFP; Winston: We will cover everything; Spinali: Rather than having the community review a whole RFP at once, we are developing the components of the RFP step by step, in munchable chunks
7. The CAC is just advisory, how can we ensure their input will be implemented? Martin: we are going to take a deep dive with the CAC and take everything into consideration
8. We are going to ask that the land be donated to CCSF at no profit to the City
9. Can we have public comment after each City speaker?; I thought we were going to discuss several items including whether we even want housing on the site
10. How will the reservoir directly impact Riordan and other surrounding schools in the neighborhood?
11. The site will dissolve in 5 years if it's not developed so we should not make this process too tedious

## 7. General Public Comment

- a. City cannot guarantee that the housing there will be affordable housing; once you sell it you cannot make sure it's affordable; disappointed with the City and their discussion on use of the site

- b. Take steps to address the City's very urgent housing crisis; thank you for participating in solving this process; there is urgency in building housing
- c. Using the term affordable housing seems disingenuous
- d. At a previous workshop, community members proposed a range of development options of the site including no development to high density large towers, but also included options in the middle; I hope the committee can consider the entire range
- e. Spinali: Community members should determine who their CAC representative is and reach out with particular issues; remember this is a proposed project, let's see if we can do something good with this space
- f. Davila: When you make public comment, say your name and where you're from
- g. Muehlbauer: Will this be ownership housing or rental housing? Maybe provide a tutorial on how this is determined
- h. Winston: Send questions to [BRCAC@sfgov.org](mailto:BRCAC@sfgov.org)

8. Adjournment

- a. Motion to adjourn: Spinali
  - i. Ayes: Chung, Davila, Favetti, Godinez, Lee, Muehlbauer, Picar, Spinali, Winston
  - ii. Noes: [none]