

Susan Murphy  
Chair  
Gina Fromer  
Vice-Chair  
Karen Chung  
Commissioner  
Chika Mezie  
Commissioner  
Damien Posey  
Commissioner  
Amerika Sanchez  
Commissioner  
Marlene Tran  
Commissioner

# SOUTHEAST COMMUNITY FACILITY COMMISSION CITY and COUNTY of SAN FRANCISCO



Emily Pharr  
Executive Director

London Nicole Breed, Mayor

## ADOPTED MINUTES SOUTHEAST COMMUNITY FACILITY COMMISSION Wednesday, March 22, 2023 6:00 P.M.

- 1. Land Acknowledgement:** *Chair Murphy*
- 2. Call to Order and Roll Call:** *Chair Murphy* called the meeting to order at 6:03 P.M.  
**Present:** *Murphy, Fromer, Chung, Mezie, Posey, Sanchez, Tran*
- 3. Adoption of Minutes: January 25, 2023**  
**Moved:** *Sanchez* **Second:** *Fromer*  
**Public Comment:** None.  
**Ayes:** *Murphy, Fromer, Posey, Tran, Chung, Mezie, Sanchez*
- 4. General Public Comment:** None.
- 5. Communications:** (discussion only)  
Correspondence Log –  
Executive Director Pharr introduced a letter from San Francisco Public Utilities Deputy General Manager Ronald Flynn dated March 20, 2023, to City College Leadership – Chancellor Dr. David Martin/ Chief Financial Officer John al-Amin/Dean Torrance Bynum – Regarding Southeast Community Facility at 1800 Oakdale Avenue – City College Lease – Notice of Termination of Lease  
(To request a copy please contact the Commission Secretary [cvaughn@sfwater.org](mailto:cvaughn@sfwater.org))  
  
Questions and Comments from the Commissioners:  
The Commissioners asked what could be done if the \$90 million cost to update the building was more than the value of the building?
  - Staff advised they had not been a part of the conversation but as soon as information is provided it will be shared.  
Public Comment:  
Linda Fadeke Richardson, Community Member commented the San Francisco Public Utilities Commission spent over \$6 million to retrofit 1800 Oakdale. She said the community has interest in the building and she encouraged the Commissioners to engage with stakeholders.
- 6. Women’s History Month Recognition:** (Pharr)(Posey)(Murphy)  
(Executive Director Pharr, Commissioner Posey, and Chair Murphy)  
Director Pharr and Commissioner Posey on behalf of the Southeast Community Facility Commission recognized the following members of the community:  
  
Linda Fadeke Richardson, former Commissioner and Stakeholder –  
Mrs. Emily Wade-Thompson, Pre-K through 8<sup>th</sup> Grade Educator –  
Mrs. Kathryn Summers, Women’s Health & Wellness –  
Dr. Veronica Hunnicutt – Higher Education and Orator  
Mrs. Falaofuta Satele – Southeast Community Facility Commissioner (former)

Public Comment:

All of the community members being recognized spoke and offered their appreciation for being acknowledged by the Commission.

Mrs. Emily Wade-Thompson thanked the Commission for the honor and introduced her guests who are members of the prestigious Delta Sorority. These individuals have been active in the public schools of District 10. They are:

- Dr. Spears – former principal at Leola Havard Elementary School
- Mrs. Anderson – former principal at 21<sup>st</sup> Century (aka) Willie Brown Academy
- Dr. Frasier Myers – former principal of Gloria R. Davis Middle School
- Mrs. Eva Allen – former principal of Eldorado Elementary School

Ms. Richardson and Dr. Hunnicutt also thanked the Southeast Community Facility Commissioners for the recognition and the Commendations. Dr. Hunnicutt introduced Mary Rivers, her Administrative Assistant who is responsible for \$1 million worth of grants that have been a benefit to small businesses. Ms. Richardson added she had the pleasure of working with the late Alex Pitcher, Dr. Espanola Jackson, Shirley Jones, and Mrs. Garlington. She noted that she learned so much from these original stakeholders.

Commissioner Murphy thanked the Commendation recipients for all of their hard work over the years and for dedicating their lives to the work in the community.

**7. Report of the Chair:**

(Commissioner Murphy)

Chair Murphy welcomed everyone back to in-person meetings and introduced new Commissioner Chika Mezie, a Bayview resident who has dedicated years to the community as a leader since the age of 14. She is currently a Community Relations Specialist with the A. Philip Randolph Institute of San Francisco.

Commissioner Mezie thanked the Commission and said she was honored to become a Commissioner, and experience a room filled with amazing women and community leaders. She advised she is committed and ready to work.

Chair Murphy thanked Commissioner Mezie and announced the following:

- National Women’s History Month Celebrating Women Who Tell Our Stories
- Joint Meeting with the CAC with topics focusing on Air Quality

Questions and Comments from Commissioners: None

Public Comment: None

**8. Committee Reports: (Discussion only)**

a) Community Programs Advisory Committee  
(Commissioner Posey)

Commissioner Posey reported there was no quorum however information was provided regarding the newly proposed Fee Schedule that will be forwarded to the full Commission for Action.

b) Facility & Design Advisory Committee  
(Commissioner Sanchez)

Commissioner Sanchez reported the meeting was informational only and focused on the activation of the center. She reported there has been robust programming and many events are scheduled. She advised the Black History Month event on February 18<sup>th</sup> was great and there are ongoing conversations about the future and the activation of educational field trips. She reported historical events such as the Annual Health Fair and the Futures Fair would continue to be associated with the space. She noted the Fee Schedule was introduced and discussed.

Questions and Comments from Commissioners: None.

Public Comment: None.

9. **Action: Recommend the SFPUC Execute Individual Below Market Rent Licenses to Renaissance Entrepreneurship Center and Edgewood Center for Children and Families for the use of four workstations at 1550 Evens Avenue** (Discussion and Action)

(Emily Pharr, Executive Director)

Director Pharr introduced Marcus Tart from Renaissance and Cynthia Green from Edgewood. She advised these two organizations would occupy the last two available spaces in the Hub on the third floor. They will provide social programs and services to the community. The Director requested the Commission consider approving them to join in the Hub space.

- Mr. Tart expressed appreciation for women leaders in the community such as Eloise Westbrook who was his neighbor and who did so much for the community. He advised Renaissance was in the community for over 20 years and provided support to people who wanted to own and operate businesses. He said the power of entrepreneurship can help families and communities and he thanked the Commission for the opportunity to serve the community from the new Center.
- Ms. Cynthia Green from Edgewood Family Resource Center thanked the Commission for the opportunity to become a partner tenant in the new Center. She advised Edgewood has served San Francisco children and families since 1851 and started by providing services to children that lost their families in the Gold Rush. She reported the Family Resource Center was located at the corner of Third and Evans for 10 years and serves almost 500 families per year. Groups for families are provided on a weekly basis where young parents and grandparents alike are provided support.

Questions and Comments from Commissioners:

Commissioner Chung asked what the SFPUC focused on to provide below market rates?

- Staff responded the RFP process was extensive and looked at the programming that would be provided as well as the financial solvency of the organization. Staff advised the RFP came to the Commission in the Spring of last year prior to being issued, and it was extended to allow a longer submission process. Support was also provided through the Contract Assistance Center to ensure potential proposals had an opportunity to be reviewed in advance of submission for completeness and technical assistance.

Vice-Chair Fromer asked if the organizations were non-profit?

- Staff responded they were both non-profit organizations.

Commissioner Posey commented that he was familiar with both organizations and had read all of the proposals. He stated the Commission would hold the organizations accountable to do what they promised to do for the community. He advised he was looking forward to the great work that would be done for the community.

By motion, Commissioner Posey recommended the SFPUC execute Individual Below Market Rent Licenses to Renaissance Entrepreneurship Center and Edgewood Center for Children and Families for the use of four workstations at 1550 Evans Avenue.

**Moved:** Posey **Second:** Chung

Public Comment: None.

**Ayes:** Murphy, Fromer, Chung, Mezie, Posey, Sanchez, Tran

10. **Action: Review Changes and Recommend the SFPUC Adopt the Amended Fee Schedule** (Discussion and Possible Action only)

(Victoria Bryant, SECFC Programs Analyst)

Director Pharr introduced Ms. Bryant and said the presentation being shared would demonstrate areas showing accessibility to the Center through the Reservation System making the fee schedule easier and more accessible to the community through the restructuring.

Ms. Bryant presented the Amended Fee Schedule and reviewed the proposed changes to the Fee Types, Deposits, Discounts, Add-Ons, and Rates.

Revisions were also provided to remove confusion regarding fee types, merging certain fee types and making rates easier to understand. Revisions were needed to remove barriers and provide deeper discounts for the community.

Ms. Bryant introduced the three fee types as follows:

Standard – includes community members, non-profit, and resident partners

For- Profit – private companies/corporations

Special Event – Weddings, Fundraisers, etc. (as outlined in the Policies and Procedures)

The Deposits and Discounts have been restructured –

Deposits will be 30% of the rental amount –

Discounts have been increased from 15% to 35% with a requirement that residents and/or businesses reside in specific zip codes (94124, 94134, 94107)

In slides that followed comparisons were shown between the current fee type and the proposed fee type.

(To view the complete presentation please contact the Commission Secretary at [cvaughn@sfgwater.org](mailto:cvaughn@sfgwater.org) or (415) 821-2041.)

In closing Ms. Bryant said the next steps would be to review and implement feedback from the Commission, process an internal review with the SFPUC, review any changes and recommend the SFPUC adopt the amended fee schedule.

Questions and Comments from Commissioners:

The Commissioners asked about the size of the rooms because of the different charges.

- Staff responded the three rooms in the multi-purpose area were within a few square feet of each other and one room is technically a few square feet bigger, however they are essentially about the same size and hold the same number of people and tables. It was noted the difference in the charges was nominal and the three rooms combined were slightly bigger than the Alex Pitcher Room.

Commissioner Mezie advised she was glad the rates had been reviewed and adjusted because she had received a lot of feedback from the community regarding the cost. She noted a lot of people struggled with the booking process and suggested posting a QR code.

- Staff advised a QR code was available at the front desk and Ms. Bryant the Reservation Specialist said along with the QR code used to make reservations online, calls are accepted through the phone line, and also in person with reservation cards that are checked on a regular basis. She added the revision to the fee schedule included providing an online experience that would be streamlined and easier to understand.

Public Comment: None.

By motion Commissioner Chung recommended the San Francisco Public Utilities Commission adopt the Amended Fee Schedule as reviewed by the Southeast Community Facility Commission.

**Moved:** *Chung* **Second:** *Posey*

Public Comment: None.

**Ayes:** *Murphy, Fromer, Chung, Mezie, Posey, Sanchez, Tran*

**11. SECF Director’s Report:**

Executive Director Pharr provided a written report and highlighted the following:

**Southeast Community Center** – Resident Partner Organizations/ SFPUC Program Updates/ Reservations and Events/ Facility Updates/ SECC Recruitment Updates/ 1800 Oakdale Facility

**SFPUC Programs, Projects, and Construction** – Rate Study

**SFPUC Construction Progress** – New Headworks Facility/ Biosolids Digester Facilities/ New Biogas Utilization Project/ Jobs and Contracts

**Save the Date** – Supervisor Walton D10 Town Hall, April 3, 2023/ Senate Bill 731 Information Session, April 10, 2023/ SECFC Meeting, April 26, 2023/ Farmers Market, May 4, 2023

(To view the complete presentation please contact the Commission Secretary at [cvaughn@sfgwater.org](mailto:cvaughn@sfgwater.org) or (415) 821-2041.)

Questions and Comments from Commissioners:

The Commissioners advised they appreciated the work being done to activate the Center and they said they felt they were being heard.

Public Comment: None.

**12. Future Agenda Items:**

- Dr. Matt Wayne, Superintendent San Francisco Unified School District will present
- Presentation on the Rate Study

**13. Announcements:**

Commissioner Posey announced he would be hosting the Senate Bill 731 Information Session on April 10 to help individuals get their records expunged. A flyer will be provided. Also, there will be a mixer on April 31 for Survivor Speaks, prior to the Sacramento invasion for Safety and Justice.

Chair Murphy announced a possible Job or Resource Fair in April focusing on second chances.

Commissioner Sanchez announced a Five Keys Graduation on June 22, which is also their 20<sup>th</sup> Anniversary. The graduation will take place in the morning and family events will follow in the afternoon.

Cynthia Green announced Edgewood Family Resource Center would be sponsoring a Kinship Mother’s Day on May 19<sup>th</sup> to honor Grandmothers, Great Aunts, and Great Grandmothers who have taken on the responsibility of raising another relative’s child.

Executive Director Pharr said Edgewood Family Resource Center hosted a Quilting Bee and it was a nice community activity.

Commissioner Mezie asked if there were consistent programming initiatives yet?

- Staff responded there are plans and some of it has to do with getting the resident partners upstairs so activation can begin. It was noted that the San Francisco Girls Chorus rehearses in the facility twice a week and we are building relationships with organizations that are not housed in the facility. Staff advised a digital equity program is in the planning stages and the Farmers Market will be considered a part of the Southeast Community Center programming effort as well.

Commissioner Tran requested staff post information regarding the different groups who are using the facility.

- Staff advised this is something that will be addressed in the future when more of the tenant partners move in, however a lot of the current events are private and not open to the public. Events that are open to the public will be posted online and properly announced.

Chair Murphy advised there are multiple Request for Proposals specifically for Bayview merchants and community events and she said there may be a series of workshops that will be a part of those proposals. In closing she advised Sunday Streets would be close by, near Sam Jordans on May 12<sup>th</sup> and there will be an opportunity for the Commission to have a table at the event.

**14. Adjournment:**

The meeting adjourned at 7:45 pm.

The next meeting of the Southeast Community Facility Commission will be Wednesday, April 26, 2023.

Carla Vaughn, Commission Secretary