



Potrero Gateway Park – The Loop Meeting

November 7, 2017 7:45-9:30

Meeting Notes

Attending: Dianne Bates, JD Beltran, Jean Bogiages, Will Chang, Sheldon Trimble, Michael Kerbow, April Ellis

Bionic Contract

- Bionic has been given the proposed contract by Kelli, Public Works.
- The contract will be negotiated on line with a target of completing it by Monday 11/13

SFAC MOU

- A Memorandum of Understanding (MOU) between Public Works and San Francisco Arts Commission was signed November 3 by Jennifer Lovorn, Kelli Rudnick, Public Works. An initial planning meeting will be set up between Kelli Rudnick (Public Works), Jenn Lovorn (SFAC), Michael Kerbow (PGPL), Jean Bogiages (PGPL), and a Bionic Representative. They will plan the facilitated meeting. This meeting, facilitated (by SFAC) will be between the Steering Committee, Bionic and Public Works.

Formalizing the Steering Committee

The Steering committee is the client for the Phase 1 project and needs some agreements in place on how it will make decisions. After discussion, the following was agreed on:

- The Steering Committee will be a fixed number of people (from 7-11).
- Anyone not on the official Steering Committee is welcome to attend the committee meetings, but will not have a vote.
- A quorum of the Steering committee will be 50% of the members
- If as meeting has a quorum, motions will be passed by a yes vote of 50% present.
- Members can attend meetings remotely using software that allows at a minimum audio interaction.
- If member misses 3 meetings, they are off the committee.
- Jean will poll the current committee list to get commitments to be on the formal committee.
- Meetings will be called when a quorum can attend.
- Meetings will have an agenda and minutes will be taken.
- Jean will chair the meetings.

General Discussion

Discussion continued on how the SFAC Art Platform Program would function. The following concerns were raised:

- Will the Art Platform program hold up the Phase 1 project?
- Will the Art Platform program be integrated into the Landscape project?
- Will Bionic have input into the Art Platform Program?
- Who will be doing the curating for the ultimate Art?
- Will Bionic update the schedule that was included in the RFP response?

These concerns were addressed by noting that the Bionic work will start when their contract has been signed, but they already have access to the survey CAD. Additionally, the SFAC meetings are planned to include Bionic representation.

Next step is to call the planning meeting, step 1 in the SFAC proposal.

The meeting ended at 9:30