



Potrero Gateway Loop Steering Committee

Meeting: January 23, 2017 7:30-9:30pm
550 Utah St. San Francisco

Meeting Notes

Attending: Sheldon Trimble, Steven Solomon, Dianne Gates, Michael Kerbow, Jean Bogiages, Kelli Rudnick (Public Works)

Project Updates

Kelli reported that she is working on the feasibility of creating a single design RFP that covers all design services: schematic design, design development and construction documents. This method would integrate all public funding sources: Complete Neighborhoods Grant (CNG) and the ENCAC funds to be used to pay for the Design RFP. This would mean that the GBD, our fiscal sponsor, would not manage the CNG

We had asked Bionic for input on the Land Survey, but they are interested in giving any input as part of the CCG grant. Kelli recommends that we accept the bid from the City Survey group and list it as part of the source material for the RFP.

Public Works has permission from the Planning Dept. to lead the CEQA Environmental Review process. The environmental review mechanism agreed upon is a mitigated negative declaration to an existing community exemption under the Better Streets Plan. Working with Public Works Regulatory Affairs, Kelli had Mohammed, Director, Public Works, send a letter to Caltrans requesting CEQA delegation. This means that the City has requested permission from Caltrans to lead CEQA for the parts of the project on Caltrans property. Kelli has submitted additional documents Caltrans requested as a follow up to the letter. The likelihood is good that Caltrans will give permission for the delegation.

Fundraising

Kelli submitted a PropAA application for \$300,000 to help fill the \$750,000 project gap. Letters of recommendations were submitted from the Loop Steering Committee, the San Bruno Neighborhood Group, the Boosters and Supervisor Cohen.

Jean listed grant possibilities and the due dates and they were discussed:

- i. Community Challenge Grant
- ii. EEMP –Environmental Enhancement and Mitigation – July 2017
- iii. Urban Greening Grant Program – April open June 2017 due
- iv. Complete Neighborhoods Grant
- v. The Rockefeller Foundation Grants \$4.6M for Bay Area Resilience by Design – April 2017



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We discussed the fact that a letter was sent to Representative Pelosi and we received no response. It was decided to send a letter from Jean to David Chui letting him know the status of the project and asking for ideas on raising money to close the gap.

Having formatted stationery to use for letters was discussed. Dianne and Michael have the logo and font elements. Jean was asked to find out if we could use the GBD mailbox as a return address. Another alternative is to buy a PO box. Post & Parcel charges \$300/yr for a small mailbox.

Website

Michael is working on ideas for reformatting the website. He is starting with a temporary Word Press site, leftfootrightfoot.org. His ideas of content include:

- Synopsis of the park
- Video
- Map showing phases for park development
- News updates on progress
- Steering committee and team partners (need new Steering Committee Photos)
- Press release and any media coverage
- Contact info
- (optional section could describe the history of the area/location)?

Action Items

1. Author a letter to be sent to David Chui from Jean – Steven
2. Create an updated website using a different template on leftfootrightfoot.org – Michael
3. Create a letter head using new logo – Dianne & Michael
4. Update Bionic on our logo and current RFP direction - Jean

The next Steering Committee meeting will be February 27, 2017