

**Susan Murphy**  
Chair  
**Dr. 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

**London Nicole Breed, Mayor**

ADOPTED MINUTES  
SOUTHEAST COMMUNITY FACILITY COMMISSION  
**Facility & Design Advisory Committee**  
**Thursday, May 11, 2023**  
**4 p.m. to 6 p.m.**  
Hybrid Meeting



**Emily Pharr,**  
Executive Director

1. **Call to Order and Land Acknowledgement:** 4:06 p.m.

2. **Roll Call:**

*Present: Sanchez, Chung, Fromer (lv.4:40pm), Richardson, Tiell*  
*Excused: Hunnicutt, LeBlanc*

3. **General Public Comment:** None.

4. **Adoption of Minutes:** – April 13, 2023

**Moved:** Richardson **Second:** Chung

**Ayes:** Sanchez, Chung, Fromer, Richardson, Tiell

**Public Comment:** None

5. **1550 Evans Outdoor Activation Proposal:** (Presentation and Discussion) (Ly)

*(Jennifer Ly, SFPUC Environmental Justice and Land Use Program Manager)*

Ms. Ly provided background information regarding the development of ideas for use of the 15,000 square foot area set aside for the educational building. Suggestions for possible use were a Farmer's Market, vendor or artist's fair, food truck festival, fitness activities, and all activities that would serve the mission of the Center. Working with the Southeast team a community survey was reviewed, and a design contract with Public Works will begin this month.

The survey conducted in 2020 revealed the top three choices as:

Resource Fairs for jobs, education, and health –

Community workshops for cooking and gardening –

Farmers markets, makers fairs, arts and crafts, and food trucks –

The outdoor marketplace proposal will create a design that includes pedestrian and vehicular paths. There will be changes to the perimeter fence and sidewalk to improve access for vendors. There will be infrastructure for electrical use and drainage along with movable furniture and other amenities.

DragonSpunk will begin their Farmer's Market this summer and a space for fitness activities is also being considered. Environmental Education which is core work for the Community Benefits Team will align with the green infrastructure and drought tolerant landscaping on the campus.

Ms. Ly provided the Planning and Design schedule which will take place in 2 phases:

Planning and Conceptual Design – Duration 4 months – Starting May 2023 – August 2023

Construction Documentation – Duration 4 months – Starting September 2023 – November 2023

The next steps will be to request community input on potential design features, continue to identify anchor organizations to activate the marketplace, and completing the design by the end of 2023. Ms. Ly noted the team will continue to work with Wastewater Enterprise Leadership to identify funding for the construction.

In closing Ms. Ly acknowledged the desire of the community to ensure the design would reflect the African American culture.

Questions and Comments from Commissioners and Community Committee Members:

Community Committee Member Linda Richardson congratulated staff on the progressive ideas and asked if the Farmer's Market would have an impact on the newly opened Lucky's Market?

- Staff responded the Farmer's Market was scheduled to start June 1<sup>st</sup> and since there was a possibility of at least 3 different types of activation the Farmer's Market would not take place every day and therefore would not impact the ability of the Lucky's Market to serve the community.

Community Committee Member Stephen Tiell said the Farmer's Market would be beneficial to Lucky's because it would bring people to the neighborhood. He added there are a lot of Makers in the neighborhood and a Makers Fair could also be successful. He suggested creating an Etsy page to provide branding for the community and possibly bring tourism to the Maker's Market.

- Ms. Ly responded a Maker's Fair would be a good idea and advised the team is looking for strong community partners and the Commissioners and Community Committee members were invited provide any information they may have regarding interested organizations to the team.

Public Comment:

Jenny Rubio from the Five Keys organization offered to help coordinate the Maker's Fair.

**6. Cyber Hub Program Development:** (Presentation & Discussion) (Rubio)

*(Jenny Rubio, Five Keys Cyber Hub Program Manager)*

Larry Berry, SECC Deputy Director introduced Ms. Rubio and reminded the Commissioners of the Access Program he mentioned earlier in the year. He noted the effort was in partnership with the Mayor's Office of Digital Equity and Five Keys was awarded the contract after completion of the RFP process. He said MacBooks, iPads, a printer and charging cabinet had been received and the program would launch in a month.

After providing a land acknowledgement from the Five Keys organization Ms. Rubio recognized a crisis with many community members lacking the digital literacy skills necessary for survival. She noted the intent of the organization along with the Southeast Center to develop a community space focusing on filling the need for digital training and equitable access to technology.

Ms. Rubio provided 3 pillars of how the program could be accessed –

**Physical Access** - would provide a space that is inviting and would move community towards digital literacy, and coordinate transportation for community to travel to the center and use loaner devices while receiving on-site instruction.

**Programming** - senior-oriented programs where they're taught how to create an email, navigate Microsoft Word and Google Suite, receive Certification upon completion, and are provided a packet-based instruction.

**Partnerships** – with YMCA, Hope SF-mobile classroom, Alice Griffith, and Young Community Developers are some of the community organizations that will partner to outreach to local businesses to collaborate on events. Pilot workshops will be offered and youth from the community will be recruited to assist in the development of a strong data collection and reporting system.

In closing Ms. Rubio provided a list of grounding questions and requested feedback from the Commissioners.

- What types of programs will the Cyber Hub offer?
- In what ways can the community be uplifted?
- How can the Cyber Hub create a physical space that promotes inclusivity?

Questions and Comments from Commissioners and Community Committee Members:

Community Committee Member Linda Richardson thanked Ms. Rubio for the presentation and noted the investment in Five Keys was done because of their focus on at-risk youth and we value education and feel assured the program will be done right.

Commissioner Chung had a question regarding when the program would start?

- Ms. Rubio responded the next steps would be programming the devices for use and she hoped it would be completed by the first week of June.

Director Pharr asked what the hours of operation would be and suggested Ms. Rubio work with staff to determine available times at the Center?

- Ms. Rubio said she would be receiving feedback from the community this weekend to find out what the optimal time would be for programming, and also a time allowance for troubleshooting.

Public Comment: None.

**7. Director's Report:** (discussion)

Director Pharr advised there had been a security threat at the Center the previous week and the building was placed in lockdown status. There were no injuries, however it was reported that an unhoused individual living near the Center posed a threat to security more than once. He was apprehended and everyone at the Center was cooperative. Our next steps are to work with our broader security, health, and safety teams. SFPUC leadership expressed concern for our safety and this issue is at the forefront of their priorities. We will report on this again in June to the full Commission. When the protocols are provided there will be training for Commissioners.

Director Pharr said the full Commission meeting would be joint with the SFPUC Citizen's Advisory Committee. The presentations would be "Minimizing Air Quality Impacts at the Southeast Plant", "Update on Air Quality Monitoring at the Southeast Community Center", and "Port of San Francisco Waterfront Resilience Program: Sea Level Rise and Draft Waterfront Adaption Strategies in Islais Creek/Bayview".

In closing Director Pharr reported that all of the Tenant Partners completed their onboarding process. The last two are moving in and we will be at 100% capacity by the end of the month. KPI reporting and other issues relevant to being a partner at the Center will be available at upcoming meetings.

Questions and Comments from Commissioners and Community Committee Members:

Community Committee Member Linda Richardson spoke regarding the security breach and noted this is the only community center the district has and reckless behavior cannot be tolerated.

- Director Pharr responded we will make sure adequate resources and appropriate trainings are provided for our protection. There is a plan to potentially have armed security that could be our current vendor or the Sheriff's Department and although we don't want the community to be greeted by uniformed officers, we do want to send a message that the community will be safe at the Center.

Public Comment: None.

**8. New Community Business:**

Linda Richardson commented that recently because the entrance gate was locked individuals were unable to access the Center for an event.

- Staff advised the main gate is locked after hours but pedestrian gates along Evans provide access to the Center. The main gate is closed because we don't want to give the impression that the Center is open to the public on weekends. Currently there is only enough support staff for the actual events. New signage has been provided to help with parking and entering the Center.

Linda Richardson suggested adding "No Loitering" signs.

Public Comment: None

**9. Announcements:**

Staff announced the Farmer's Market will launch on June 1<sup>st</sup>. Flyers will be available for distribution to the community. The parking lot will be closed but there will be ample parking on the street. The event will take place from 3p.m. to 7p.m.

**10. Adjournment:**

The meeting adjourned at 5:09 p.m.

The next meeting of the Facility & Design Advisory Committee is scheduled for June 8, 2023.

Assigned Commissioners: Karen Chung/ Amerika Sanchez/ Vacant

Community Members: Dr. Veronica Hunnicutt/ Brigette LeBlanc/ Linda Fadeke Richardson/ Steven Tiell