

**MINUTES**  
**WAR MEMORIAL BOARD OF TRUSTEES**  
**Thursday, March 12, 2015**

The Board of Trustees of the War Memorial of San Francisco met at 2:00 p.m. on Thursday, March 12, 2015, in the Trustees' Board Room, War Memorial Opera House, President Bashford presiding.

**ROLL CALL**

Present: President Bashford, Vice President Horn, Trustee Bechtle, Trustee Myatt, Trustee Stafford, Trustee Wilsey

Absent: Trustee Davis, Trustee Lui, Trustee Moscone, Trustee Pelosi, Trustee Shultz

Staff Present: Elizabeth Murray, Managing Director; Jennifer Norris, Assistant Managing Director

**APPROVAL OF MINUTES**

President Bashford called for approval of the minutes of the February 19, 2015 meeting of the Budget and Finance Committee. On motion of Trustee Bechtle, seconded by Trustee Wilsey, the minutes were unanimously approved.

President Bashford called for approval of the minutes of the February 19, 2015 Special Meeting of the Board. On motion of Trustee Bechtle, seconded by Vice President Horn, the minutes were unanimously approved.

**MANAGING DIRECTOR'S REPORT**

**Rental Requests:** Ms. Murray stated that rental requests mailed to Trustees are routine and requested their approval. On motion of Trustee Bechtle, seconded by Trustee Myatt, the following resolution was unanimously adopted:

**RESOLUTION NO. 15-12**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that the following rental requests are hereby approved:

**LOUISE M. DAVIES SYMPHONY HALL**

SFSU Kinesiology Student Association Graduation Ceremony	May 21, 2015	\$3,500.00
SFJAZZ Chucho Valdes, Gonzalo Rubalcaba & Michele Camillo	June 21, 2015	\$2,500.00 vs 10% \$5,000.00 maximum

**Introduction of Deputy City Attorney:** Ms. Murray introduced Susan Dawson, newly assigned Deputy City Attorney for the War Memorial and other City arts departments, replacing Adine Varah who recently accepted a position with the San Francisco Museum of Modern Art.

### **SECRETARY'S REPORT**

**Revenue, Appropriations and Housekeeping Expenditures Reports for February 2015:** Ms. Norris stated that Revenue, Appropriations and Housekeeping Expenditures reports for February 2015 have been distributed to Trustees, and she requested approval of the February 2015 housekeeping expenditures as submitted. On motion of Trustee Myatt, seconded by Trustee Wilsey, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 15-13**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that Purchase Order Nos. WM150141 through WM150151 are hereby approved.

Ms. Norris reminded Trustees that the filing deadline for annual Statements of Economic Interests Form 700 and Sunshine Declaration is April 1, 2015. She stated this is the second year of mandatory electronic filing of California Form 700.

### **COMMITTEE REPORTS**

#### **Veterans Building Project Committee**

**Veterans Building Seismic Upgrade & Improvements Project:** Vice President Horn reported on two recent bi-weekly tours of the Veterans Building on February 24 and March 10, 2015, and a special tour on March 3, 2015 for the City's public finance team.

Vice President Horn stated that work continues throughout the building. During the February 24 tour, workers from the New York firm Evergreen Architectural Arts were completing work on the Herbst Theatre murals. Evergreen informed that the murals are in great shape, that no damage was caused by the Veterans Building Project and the protection in place worked well. Vice President Horn reported that age has caused some areas of the murals to detach from the walls. Evergreen Architectural Arts is making necessary repairs as well as some color touchup.

Vice President Horn reported that finishes are being installed including beautiful maple trim in the Herbst Theatre backstage spaces and original oak wood paneling and trim in second floor offices for the American Legion Posts. He stated that skylights are now 100% complete and ceiling "lay lights" are being installed in the fourth floor galleries. Installation of the new freight elevator has been completed and final inspection is scheduled for March 18, after which construction crews will have interior vertical transport.

Vice President Horn stated that our Project Manager Tara Lamont is confident we will meet the scheduled Project completion date of September 1, 2015 within the Project budget.

### **REGULAR ITEMS**

#### **Renewal of agreement between War Memorial Board of Trustees and American Legion War Memorial Commission:**

President Bashford stated that as we approach the re-opening of the Veterans Building, it is time to consider renewal of the agreement between the War Memorial Board of Trustees and the American Legion War Memorial Commission. President Bashford noted that this agreement concerns the 1977 transfer of management of the Herbst Theatre from the Commission to the Trustees and has provided an annual sum paid by the Trustees to the Commission to support the Commission's office expenses. President Bashford referred this item to the Board's Budget and Finance Committee for consideration and recommendation.

**Public Utilities Commission request to integrate green infrastructure on the Van Ness frontage of the War Memorial Complex:**

President Bashford stated that Trustees have received the letter from the Public Utilities Commission proposing to integrate green infrastructure on the Van Ness Avenue frontage of the War Memorial Complex. Trustees also received a copy of the PUC's presentation on "Green Infrastructure Improvements." President Bashford asked Raphael Garcia, Green Infrastructure Project Manager for the PUC, to make a presentation to the Trustees.

Mr. Garcia made remarks in association with a PowerPoint presentation entitled "Van Ness Corridor Transit Improvement Project: Green Infrastructure Improvements." He stated that "green infrastructure" is an innovative storm water management tool which uses natural processes of soils and plants to slow down and clean storm water and prevent it from overwhelming the sewer system. Mr. Garcia stated that the project is part of SFMTA's Van Ness Corridor Transit Improvement Project. The proposed locations are adjacent to the War Memorial Complex, City Hall, the California Public Utilities Commission Building and along the eastern side of Van Ness south of Golden Gate Avenue.

Mr. Garcia stated that one of the goals of the project is to showcase sustainability and storm water management near City Hall. He stated that he and his team had met with War Memorial staff several times to learn more about the complex and understand staff's concerns. The proposed planters along the War Memorial sidewalk were shaped to reflect the existing landscaping. Mr Garcia also noted that the proposed planters have been reduced in size to meet War Memorial staff's desire to maintain a 16' wide unobstructed path along Van Ness sidewalk.

Mr. Garcia assured the Trustees that, unlike the planters which were previously installed by the Department of Public works along Van Ness Avenue adjacent to Davies Symphony Hall, these planters would be installed and maintained by the San Francisco Public Utilities Commission.

Following Mr. Garcia's presentation, President Bashford asked War Memorial Managing Director Beth Murray to provide staff comments. Ms. Murray stated that staff had the opportunity to meet with PUC and SFMTA about this proposal on two occasions. During those meetings, War Memorial staff raised a number of concerns that the new planters proposed for the Van Ness Avenue frontage of the Opera House and Veterans Building would be an impediment to operations which include a variety of sidewalk uses. Ms. Murray noted sidewalk uses including: school bus loading and unloading for school performances in the Opera House, Davies Symphony Hall and Herbst Theatre on 50-75 occasions per year; circulation of large crowds on a daily basis to accommodate Performing Arts Center venue capacities totaling 8,050; special events such as the Black & White Ball and upcoming HBO premiere which use this particular sidewalk area for special activities; and use of this area as designated evacuation sites for War Memorial facilities as well as City Hall. Ms. Murray displayed recent photographs of school bus parking on Van Ness Avenue and large groups of students gathering on the sidewalk area where the new planters are proposed to be installed. Ms. Murray stated that while staff appreciates the lengths to which the PUC and SFMTA have gone to accommodate War Memorial concerns, staff cannot recommend approval of the current proposal to install rain garden planters in front of the War Memorial Complex due to access and safety concerns for patrons and pedestrians. Ms. Murray added that staff has advised PUC that the War Memorial would be open to alternative green infrastructure such as permeable paving which would achieve the design intent to reduce impervious surfaces and allow stormwater to soak into the ground without the loss of sidewalk functionality as a necessary and essential pedestrian area.

Following discussion of staff comments and public comment, and on motion of Vice President Horn, seconded by Trustee Myatt, the following resolution was unanimously adopted:

**RESOLUTION NO. 15-14**

RESOLVED, By the Board of Trustees of the War Memorial of San Francisco that it hereby rejects the Public Utilities Commission's proposal as presented to integrate green infrastructure on the Van Ness frontage of the War Memorial Complex, but invites the PUC to bring forward alternative green infrastructure proposals which would maintain the functionality of the sidewalk area in front of the War Memorial Complex.

**GOOD AND WELFARE**

Trustee Myatt stated that the Gold Star Parents visited the San Francisco Veterans Memorial on Friday, February 20, 2015. He stated that their visit was very moving and meaningful as it is the first time there has been a San Francisco Veterans Memorial to visit.

**ADJOURNMENT**

There being no further business to come before the Board, President Bashford adjourned the meeting at 2:50 p.m.

Jennifer E. Norris  
Executive Secretary