

**CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION**



**LONDON N. BREED, MAYOR
FINANCE & GOVERNANCE COMMITTEE
MEETING**

**375 Woodside Avenue, Room 247
THURSDAY, May 2, 2024
3:00 PM-4:30 PM
IN-PERSON**

MINUTES

Called to order: 3:08 PM

1. Roll call.

Allison Magee, Chair - Present
Margaret Brodtkin, President - Present
Linda Martley-Jordan, Vice President – Absent

2. Public Comment on items not on the agenda.

No public comment.

3. Review and Approval of the Finance Committee Meeting Minutes for March 7, 2024.

- a. No public comment
- b. Commissioner Brodtkin moves for the minutes to be approved.
- c. Votes: Yes- Brodtkin & Magee

4. JPD Budget Submission Update.

- a. JPD was asked to submit more reductions to the mayor's office.
- b. They presented to COIT and Capital Planning. COIT is for data storage, and Capital Planning is for maintenance and repairs.
- c. No public comment.

5. Follow-up Log Cabin Ranch Update.

- a. JPD is responsible for writing the RFP for sale and/or lease. Real Estate sent samples of RFPs.
- b. The mayor's office thinks having the Conservation Corps on the property is a good plan. They understand the Commission would direct JPD to draft an RFP with different components.

- c. Motion made by Commissioner Magee: The Finance and Governance Committee recommends that the Commission passes the following motion: The Juvenile Probation Department will work with the Real Estate Department to draft a Request for Proposal (RFP) and get information from Real Estate on their capacity, timeline, and costs.
 - Commissioner Brodtkin seconded the motion.
 - No public comment
 - Votes: Yes – Brodtkin and Magee
- d. Motion made by Commissioner Brodtkin: The Finance and Governance Committee recommends that the Commission passes the following motion: The Request for Proposal (RFP) will be designed with a two-fold purpose. Firstly, it will explore the potential to sell undeveloped land. Secondly, it will consider the option to lease developed land for programming. The programming, which is not limited to the following, will be designed to:
 1. Be voluntary.
 2. Not to exclude justice-involved youth.
 3. Serve youth and young adults.
 4. Provide skill building/ education/ wellness.
 5. Utilize the environment.
 6. Leverage community partnerships.
 7. Be residential.
 - Commissioner Magee seconded the motion.
 - No public comment.
 - Votes: Yes – Brodtkin & Magee

6. JJC Update

- a. JPD is out of compliance with their paperwork. New forms and logbooks must be created, and staff must be trained.
- b. No public comment.

7. Future Agenda Items (Discussion Only).

- a. Information item on a future agenda regarding the ballot initiative to eliminate some of the commissions in San Francisco.
- b. No public comment.

8. Adjournment (Action Item).

The meeting was adjourned at 4:19 pm.