



**Monthly Clean Committee of the TLCBD Board of Directors**  
**Friday May 21 3:00pm – 4:00pm**

**Zoom Meeting ID** 846 1267 3448

(email [info@tlcbd.org](mailto:info@tlcbd.org) or call 415-292-4812 for password)

Draft Minutes

AGENDA ITEM	OWNER	START	END	Notes
<b>1. Welcome and Introductions</b>	Christy S	3:00	3:03	Christy called meeting to order.
<b>2. Action: Approve Minutes</b> <u>Goal:</u> Review and approve Minutes of the Previous Meeting. <ul style="list-style-type: none"> <li>• <b>Preparation:</b> None</li> </ul>	Christy S	3:04	3:05	Christy motion Second Regina Passed unanimous
<b>3. Deep Dive: Budget Review</b> <u>Goal:</u> Review fiscal YTD spending, Q&A, provide guidance/oversight or action to staff.	Fernando	3:06	3:21	Budget continues to track with and balance. Will review again in June meeting.
<b>4. Information Sharing: Account Updates</b> <u>Goal:</u> Provide update on manager interview process and account leadership structure progress	Fernando	3:22	3:40	TLCBD and BBB continue to field manager applicants. One candidate is moving toward final interview process. BBB is additionally beginning to field a number of supervisor candidates.
<b>5. Information Sharing: Operations Updates and look ahead</b> <u>Goal:</u> Share important TLCBD Clean Operations Updates and look ahead to next fiscal year	Fernando	3:41	3:52	BBB team have begun piloting some alternate deployments including pairing up as we look ahead to new contract in fiscal year. TLCBD will look to BBB to continue to develop and modify with new leadership structure in place. TLCBD was planning to meet with Public Works leadership but the meeting was cancelled last minute and has not been rescheduled.
<b>6. Information Sharing: Bigbelly Retrofit project</b> <u>Goal:</u> Share important TLCBD Clean Operations Updates regarding Bigbelly program lock retrofit project	Fernando	3:53	4:00	Bigbelly will be undergoing major retrofit project to switch key locks to key card systems. The work will be performed with vendor District Works, Bigbelly, and TLCBD. Bigbelly will be working with TLCBD/BBB staff to bring all stations into updated lock status as well as troubleshooting and tracking any outstanding maintenance issues, and tool/supply inventory.



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