

Board of Directors Meeting
March 27, 2023, 5:00 pm
512 Ellis Street, San Francisco, CA
Meeting Minutes
FINAL/APPROVED 5/22

Present:

- Mike Vuong, President & Chair of Safe Committee, Business Owner Seat (Boys & Girls Clubs of SF)
- Rhiannon Bailard, Vice President, Property Owner Seat (UC Hastings Law)
- Adam Tetenbaum, Treasurer & Co-Chair Audit Committee, Property Owner Seat (Olympic Residential Group)
- Adama Bryant, Secretary, Resident Seat
- Isabel Manchester, Chair, Clean Committee, Property Owner Seat (The Phoenix Hotel)
- Susie McKinnon, Chair Inviting Space Committee, Property Owner Seat (Cova Hotel)
- Jeff Pace, Co-Chair Audit Committee, Property Owner Seat (St. Anthony's Foundation)
- Cindy Ramesh, Property Owner Seat, Hilton
- Adrianna Tan, Resident Seat

TLCBD Staff:

- Esan Looper, TLCBD Staff
- Greg Moore, TLCBD Staff
- Kate Robinson, TLCBD Staff
- Alicia Seleska, TLCBD Staff

Absent:

- Soha Abdou, Chair Neighborhood Pride, Property Owner Seat (Chinatown Community Development Center)
- Bushra Alabsi, Business Owner Seat, Cross Cultural Center
- Justin Bautista, Resident Seat
- Leigh Chang, Property Owner Seat, L37 Partners
- Nafy Flatley, Business Owner Seat, Teranga
- Jennifer Kiss, Ad Hoc Seat (R&D Foundation)
- Naomi Maisel, Chair Economic Opportunity Committee, Business Owner Seat (La Cocina Municipal Marketplace)

Guests:

- Doyle McDonald, Hearst Corporation
- Gwen B Jones

1. **Welcome and Call to Order**

The meeting came to order at 5:02 pm.

2. **Update: Executive Director Report**

K. Robinson provided updates on the following items:

- Clean Team and Block By Block: Board voted to bring Clean Team in-house and Block By Block is fully supportive. We've contracted with Urban Place Consulting to provide help during the transition which is expected to be complete in July 2023.
- SF Travel Panel, IDA Retreat: She was a member of the panel earlier this month, alongside the District Attorney, SFPD Acting Deputy Chief, and Interim Director of Public Works. Attending the IDA Retreat in Palm Springs next week for professional development.
- Park and Clean Funding: We received multiple confirmations from the Mayor's office that the park service program will be fully funded for \$1,000,000.00. We're hoping to bid on an RFP to close the clean funding gap and have been encouraged to reach out to Supervisor Preston for further funding.
- Marketing Campaign Rollout: Soft launch of visittenderloin.com today. We also had a number of small business owners attend a recent event at the Phoenix Hotel.

3. **Discussion & Action: Assessment Increase, Budget Forecast Update**

A. Tetenbaum explained that the budget is pretty much on trend and only a few payments will land late. S. Bang then shared a presentation.

S. Bang: This year we're recommending a 4.5% increase based on the CPI trend.

J. Pace: What does it mean to have a 4.5% increase? Should we set it higher?

S. Bang: It's based on the average of the incremental difference between this year and last year.

J. Pace: We should go for the moon—5.3% is the cap.

S. Bang: Sure, but we should listen to the stakeholders.

K. Robinson: We got a lot of negative feedback from property owners and felt like 4.5% is less of a sticker shock.

R. Bailard: What is the difference in services that we would get?

S. Bang: Service remains the same, but it would subsidize more of the cost.

K. Robinson: We have the goals of getting more funding to do more work like another Clean Team shift.

C. Ramesh: There are still so many clean issues that until there are visible changes, people will probably continue to push back.

MOTION: That the Board of Directors of the Tenderloin Community Benefit District (TLCBD) increase the tax assessment to 4.9% in FY24.

Moved by: J. Pace

Seconded by: A. Tan

No: R. Bailard, S. McKinnon

Abstained: C. Ramesh, I. Manchester, M. Vuong

Passed: No

Discussion followed.

MOTION: That the Board of Directors of the Tenderloin Community Benefit District (TLCBD) increase the tax assessment to 4.5% in FY24.

Moved by: R. Bailard

Seconded by: S. McKinnon

Abstained: A. Bryant

Passed: yes

S. Bang: A. Tetenbaum and I met with the Bank of San Francisco and they assured us that their investment portfolio isn't concentrated on high tech. Recommend the following allocation strategy: opening a second (national) bank account, obtaining a 3/6 month CDARS (certificate of deposit), and transactions to/from require approval by Treasurer and President.

J. Pace: We should have a second bank, but we shouldn't worry about being under \$250,000.00.

A. Tetenbaum: We should make sure that whatever we do is easy enough for someone who succeeds S. Bang.

MOTION: To allow S. Bang and staff to research his proposed allocation strategy of opening a second (national) bank account, obtaining a 3/6 month CDARS (certificate of deposit), and transactions to/from requiring approval by the Treasurer and President.

Moved by: A. Tetenbaum

Seconded by: A. Bryant

Abstained: none

Passed: yes

4. Presentation: Committee Charter

K. Robinson presented the new Board Committee Structure. She explained that the majority of the committees are scheduled for lunch time. The Admin/Finance Committee is scheduled to immediately precede the Executive Committee meeting. All meetings are in-person.

M. Vuong: The goal is to start the meetings next month.

A. Tetenbaum: Does the Admin/Finance Committee need to be open to the public? Should it be?

K. Robinson: It has to be open to the public, but could focus on different projects rather than finances every time.

M. Vuong: We should also look into closed session rules.

MOTION: To approve the updated committee charter and schedule.

Moved by: J. Pace

Seconded by: A. Tan

Abstained: none

Passed: yes

5. Action: President names Committee Chairs and Vice Chairs

M. Vuong appointed the following Committee Chairs and Vice Chairs:

Operations: Isabel Manchester (Chair) and Cindy Ramesh (Vice Chair)

Policy/Voice: Adriana Tan (Chair) and Naomi Maisel (Vice Chair)

Admin/Finance: Adam Tetenbaum (Chair) and Jeff Pace (Vice Chair)

6. Discussion & Action: Board Size

M. Vuong: We'd like to decrease the board to 13. It's more manageable for various reasons, but especially allows new Executive Director Kate Robinson to develop closer relationships with board members.

K. Robinson: The reason the board grew was very specific and is no longer necessary. The proposed board would include: 6 property owner, 3 resident, 3 small business, and 1 at-large seat(s) in the next election. 4 board members will be terming off in July, there will be 1 vacant seat, 2 incumbent seats, and we're requesting a 1 year extension of one board member's term.

MOTION: To decrease the size of the Board of Directors from 16 to 13.

Moved by: J. Pace

Seconded by: S. McKinnon

Abstained: none

Passed: yes

7. Discussion & Action: Extending Michael Vuong's Board Membership One Year

K. Robinson shared that it's common to have board presidents extend their membership following times of transition. M. Vuong explained that he would still have to run for President at the next election.

MOTION: To extend Michael Vuong's board membership by one year.

Moved by: I. Manchester

Seconded by: C. Ramesh

Abstained: none

Passed: yes

8. Action: Approve Minutes of Previous Meetings

MOTION: Review and approve the draft minutes of the November and Special February Meetings of the Board of Directors.

Moved by: A. Bryant

Seconded by: A. Tetenbaum

Abstained: R. Bailard

Passed: yes

9. Information Sharing: Comment, Announcements and Future Items

M. Vuong reminded everyone that I Love Tenderloin Week is coming up next month.

The meeting was adjourned at 6:28 pm.

Next Board of Directors Meeting
Monday, May 22nd, 5:00 pm | 512 Ellis Street, San Francisco, CA