



Board of Directors Meeting  
November 20, 2024, 5:00 pm  
48 Golden Gate Avenue, San Francisco, CA  
Meeting Minutes  
**DRAFT\***

\*Minutes are subject to change, and not official until approved by the Board

Present:

- Naomi Maisel, President, Business Owner Seat (La Cocina on Hyde)
- Isabel Manchester, Vice President, Property Owner Seat (The Phoenix Hotel)
- Josie Dominguez-Chand, Resident Seat
- Nafy Flatley, At Large Seat, (Teranga)
- Geoffrey McFarland, Chair–Operations & Stewardship Committee, Business Owner Seat (St. Anthony Foundation)
- Patricia Tu, Business Owner Seat (Quoc Long Jewelry)
- Kristen Villalobos, Chair–Policy & Voice Committee, Property Owner Seat (San Francisco Community Land Trust)

TLCBD Staff

- Enrique Ovando, TLCBD Staff
- Nicole Patel, TLCBD Staff
- Kate Robinson, TLCBD Staff
- Alicia Seleska, TLCBD Staff
- Frank Turbeville, TLCBD Staff

Absent:

- Diana Pang, Secretary, Property Owner Seat (Chinatown Community Development Center)
- Justin Bautista, Resident Seat
- Brennan Foley, Property Owner Seat (Hilton)

Guests:

- Mark Puchalski

## 1. Call to Order. Welcome

N. Maisel called the meeting to order at 5:05 pm.

## 2. Update: Executive Team Report

Staff provided updates on:

### - Hot Topics:

- Camera Transfer Updates – K. Robinson shared that discussions continue with SFPD, Safe City Connect, and TLCBD regarding the transfer of ownership from TLCBD to Safe City Connect.
- Capital Campaign – We have extended the due diligence period to January 31st for environmental findings and testing.
- DMACC – The stakeholder meetings stopped following the elections, however, the stakeholders themselves decided to continue meeting.
- UA Funding – Mid Market Business Foundation manages the contract for Urban Alchemy in Mid Market and Tenderloin (aside from private contracts), and the budget committee has not put their contract amendments on the agenda yet. This could lead to immediate lay-offs. TLCBD is closely watching to see where support may be needed in support of full funding of the Safety program.
- Grant Prospects/Awarded – Pisces Foundation has a new portfolio focusing on San Francisco, creating a grant that helps city-based residents and local businesses; We received \$30,000 from the Milagro Foundation (created by Carlos Santana)–usually, they only award \$20,000, but they were so impressed by our Safe Program that they increased the award.
- In the Media – Op-ed on DKI Funding; CBS News Segment featuring E. Looper; Beyond Chron
- Ops & Program Updates – E. Ovando reported that as of November 1st, the Parks Schedule is in line with the budget, after hours were reduced for several Stewards. For DCYF - 10 of 13 made it through the full cohort program, three have been offered jobs. Safe Passage contracted with BroadwaySF during Peter Pan production for safe walking to/from Bart and parking, they crossed 1400 people. D. Mark filled the position of Manager of Youth Engagement. Our Clean Team is two months into the swing shift and will have a survey to get direct feedback from local and small businesses, and the community to hear comments and concerns. Street Operations division is launching on December 1st. E. Looper will serve as an advisor for Policy & Voice. C. Salazar is hiring an outreach manager since H. Bean is in the transition of retiring.
- People & Culture Updates – N. Patel shared that P&C has been streamlining HR processes and making sure TLCBD is compliant, working on Google Drive to transfer and consolidate into departments and bettering the communication in spaces and programs.
- Audit Results Updates – F. Turbeville reported the audit is complete. The results are all positive, with the exception of the lacking grant letter from the Mid Market Business Foundation/Association. TLCBD has gone through audits for the last three years with this year being the smoothest yet.

- K. Robinson commented that A. Seleska is the glue that keeps us together and allows workflow with rules, guidelines, and strategy.

**3. Action: Appoint Mark Puchalski to the property owner's seat**

**MOTION:** To appoint Mark Puchalski to the TLCBD Board of Directors in the open property owner seat.

Moved by: I. Manchester

Seconded by: G. McFarland

Abstained: none

Passed: yes

**4. Action: Approve Minutes of Previous Meetings**

**MOTION:** Review and approve draft minutes of the September meeting of the Board of Directors.

Moved by: I. Manchester

Seconded by: K. Villalobos

Abstained: N. Flatley, P. Tu,

Passed: yes

**5. Action: Our stance on New services, Smoke/Party Stores, and Standards for community process & accountability**

This action item was replaced with a discussion on TLCBD's stance on new services, Smoke/Party Stores, and standards for community process and accountability.

K. Robinson shared this has been a discussion with our previously seated board, but it was not voted on. N. Maisel suggests the discussion should start at the Policy & Voice Committee first. No vote took place. The Board agreed to table this until the Policy & Voice Committee discusses and makes a recommendation.

**6. Presentation: Annual Report**

K. Robinson gave overview of the FY24 Annual Report. Highlights include bringing clean team in-house; receiving a major DPW grant; Growing staffing by the end of the year to 100 employees; Received 5-year funding for Youth Voice program.

- J. Dominguez-Chand suggested adding pictures of people to the Annual Report.
- Annual meeting Thursday, January 16th, 4 pm-6 pm.
- Board Retreat– Saturday, January 25th.

**7. Update: Board Vacancies and Committee Requirements regarding Quorum**

K. Robinson discussed current Board vacancies including an open resident seat.

- N. Maisel has suggested having a conversation with the student body at UC Law, to find time and resources/ energy/ connection for consideration for the resident seat.

- N. Flatley agreed with the suggestion to bring on students from UC Law since they may have transferable academic experience and are more involved and seasoned in the Tenderloin neighborhood.

K. Robinson explained that board committees are advisory only. The only requirement is that a committee chair be an existing board member. Meeting minutes are required but do not need to be voted on. All Brown Act requirements apply, but a quorum is not needed since committee members do not have to be Board members. We need to appoint a new Treasurer since Bilal Mahmood resigned.

- N. Maisel suggested checking calendars ahead of the week, responding to invites to make it to meetings.
- K. Villalobos will be leading the Policy & Voice Committee as Chair. They'll continue with Wednesdays for meetings.

#### 8. Information Sharing: Comment, Announcements, and Future Items

- K. Robinson announced she is the new Board President of the San Francisco Benefit District Alliance (TLCBD are also paid members; it's a 501c6 organization).
- G. McFarland announced St. Anthony's will host their annual Thanksgiving block party on Tuesday, November 24th, 11 am-2 pm; it will be open to the public as usual. Planning to attend are Daniel Lurie, Bilal Mahmood, and Nancy Pelosi.

The meeting was adjourned at 6:30 pm.

**Next Board of Directors Meeting**  
**Wednesday, March 26th, 5:00 pm | 48 Golden Gate Avenue**