



Finance, Administration & Fund Development Committee Meeting

March 18, 2026 3:00 pm

988 Market Street, 3rd Floor, San Francisco, CA

Meeting Minutes

DRAFT*

***Minutes subject to change, and not official until approved by the Committee**

Present:

- Brennan Foley
- Paula Hendricks

TLCBD Staff:

- Kate Robinson, TLCBD Staff
- Alicia Seleska, TLCBD Staff
- Carla Solis, TLCBD Staff
- Frank Turbeville, TLCBD Staff

1. Welcome & Introduction

The meeting came to order at 3:06 pm.

2. Presentation: People & Culture

C. Solis shared that an issue with Paycor that affected benefit enrollment has been fixed. There will be a new recruitment fair on April 11th.

F. Turbeville shared that a new CalTrans contract for cleaning work on Jones came to the organization through the Department of Public Works.

3. Financial Updates

F. Turbeville reviewed the January 31, 2026 financial statements bringing special attention to the fact that one of the certificates of deposit had matured and been rolled over.

B. Foley asked a clarifying question on how each property owner's assessment payment is determined.

[Action: F. Turbeville will share with B. Foley the contact information for the assessment roll consultant.]

4. Action: Discussion & Vote on November 19, 2025 and January 14, 2026 Meeting Minutes

MOTION: Review and approve the draft minutes of the November and January meetings of the Finance, Administration & Fund Development Committee.

Moved by: P. Hendricks

Seconded: B. Foley

Passed: Yes

5. Announcements/Adjournment

The meeting was adjourned at 3:45 pm.

Next Finance, Administration & Fund Development Meeting
April 15, 2026, 3:00 pm | 988 Market Street, 3rd Floor, San Francisco, CA