Meeting of the North of Market/Tenderloin Community Benefit Corporation
Board of Directors @ TLCBD Office: 512 Ellis, San Francisco, CA
Monday, April 22, 5:00 pm

* Members of the public will be permitted to comment based on a first-come, first-served basis. Public comment will be taken after board/committee member discussion of item and before board/committee vote on item. Members of the public must follow time limits set by the Board President when making their comments and will be asked to stop their comments once they have reached their allotted time.

AGENDA

A. Welcome & Appreciations 3 min

B. Approval of Minutes of March Board Meeting Action Item - 2 min

C. Administration/Operations Items
   a. Financial, Bookkeeping and Tax Filing Update – by Treasurer 10 min
   b. TLCBD Values – Staff will review draft of organizational values and ask for Board input in order to produce final version. 10 min
   c. Safety Statement - Board will review draft of TLCBD Safety Statement and consider it for approval. Action Item – 20 min
   d. Tenderloin Equitable Development Project (TEDP) Partnership - Board will hear presentation on TEDP’s work by Board President Aashish Karkhanis and consider for approval a proposal to partner with TEDP as part of the TLCBD’s Economic Opportunity Program. Action Item – 20 min
   e. Economic Opportunity Program and FY18-19 Budget – Board will consider amendment to the FY18-19 Budget to add funds, reallocate funds and create an Economic Opportunity Program. Action Item – 5 min
   f. Assessment Renewal Update 5 min
   g. Board Recruitment and Election Update 3 min

D. Committee Reports – by Committee Chairs
   a. Public Rights-of-Way (PROW) Committee 3 min
   b. Safe Passage Committee 3 min
   c. Community Engagement & Communications (CEC) Committee 3 min

E. Public Comment on Non-Agenda Item

F. Announcements and Future Agenda Items 3 min

Next NoM/TLCBD Board Meeting: TBD in late May
At the TLCBD Office, 512 Ellis Street

To Lead the Evolution of the Tenderloin into a Vibrant Community for ALL.
Meeting of the Tenderloin CBC Board of Directors  
Monday, March 25, 5:00 pm  
TLCBD Office 512 Ellis, San Francisco, CA  
MINUTES - DRAFT*

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

<table>
<thead>
<tr>
<th>BOARD OF DIRECTORS</th>
<th>ATTENDING</th>
<th>NOT ATTENDING</th>
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<tbody>
<tr>
<td>Pratibha Tekkey, Property Owner Representative, Tenderloin Housing Clinic - President</td>
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<td>Ross Stackhouse, Property Owner Representative, Tidewater Capital - Vice President</td>
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<td>Lowell Caulder, Business Owner Representative, Studio Dental - Treasurer</td>
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<td>Frank Manchen, Property Owner Representative, Hilton Hotel – Secretary</td>
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<td>Toby Shorts, Property Owner Representative, Curry Senior Center</td>
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<td>Curtis Bradford, Resident Representative</td>
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<td>Christian Agulles, Business Owner Representative, PAE Consulting Engineers</td>
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<td>Paula Fleisher, At-Large Representative, UCSF</td>
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<td>Peter Stevens, Resident Representative</td>
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<td>James Neal, Property Owner Representative</td>
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<td>Charles Deffarges, At-Large Representative, SF Bike Coalition</td>
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<td>Rene Colorado, Jr., Business Owner Representative, Pak Nam</td>
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<td>Satish Patel, Property Owner Representative, BMS Hotels</td>
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<td>Susie McKinnon, Property Owner Representative, Cova Hotel</td>
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<td>Christy Shirilla, Resident Representative</td>
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<tr>
<th>STAFF</th>
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<tr>
<td>Simon Bertrang, TLCBD Executive Director</td>
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<td>Fernando Pujals, TLCBD Staff</td>
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<td>Kate Robinson, TLCBD Staff</td>
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<td>Lorraine Lewis, TLCBD Staff</td>
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<th>GUESTS</th>
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<td>Alexandra Goldman, TNDC</td>
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<td>Sam Denison, Faithful Fools</td>
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The meeting was called to order at 5:05pm.

A. Welcome & Appreciations
   P. Tekkey welcomed meeting attendees.

B. Approval of Minutes of March Board Meeting
   There were no comments on the minutes.

   MOTION: To approve the March meeting minutes.
   Moved by: T. Shorts
   Seconded by: F. Manchen
   Abstained: None
   Passed: Yes

C. Administration/Operations Items

   a) Financial and Bookkeeping
      L. Caulder gave the update. In February, the priority focus was on the Renewal rather than
      new financial initiatives. He reviewed the Treasurer’s Report:

      Cash
      I. Cash on hand
         – $691,891 as of 2/28/19
         – Projected end-of-year surplus of $93,563

      II. Changes in February
         – $167,324 decrease in cash
         – Spending largely in line with expectations

      [Action Item: Staff to follow up on higher than expected Office Improvements line]

      III. Actual vs Budget
         – $102,400 lower than budgeted
         – Received cash in the amount of $90,000 from Assessments due to pre-paid taxes
         – Various grant funds are expected, but not yet received; there is a pending amount
           owed for street cleaning due to unpaid invoices; the focus is on catching up on
           both invoices and bills.

      Budget Update
      The revised February version of the FY18-19 budget is entered into QuickBooks. It will be
      updated to reflect a potential change in implementation of the Public Safety/Lighting grant.

      Future Financial Items
      I. CPA-Reviewed Financials
      II. Financial Policy Handbook
      III. Accounting for Assessment Penalties and Interest

      S. Bertrang indicated all income is allocated to programs. The monthly report will be
      aligned with this program-based budget. Grant applications will be reported in the
      Committee reports. It was requested that the monthly financials – Balance Sheet, Cash
      Flow and P&L – be presented for future meetings.
b) Values
K Robinson gave the update. As background, TLCBD values were discussed at the Board Retreat. Staff followed up with an internal review of the Retreat discussion, resulting in a synthesis of those values. A 1st draft was presented to the Board. An updated document will be distributed to the Board for individual review/response by Wednesday March 27.

c) Safe Program
S. Bertrang gave the update. As we get deeper into safety and TL Thrives, TLCBD has received requests for a clearer articulation of TLCBD’s position as it relates to the Assessment Renewal and the concept of Safe so this is memorialized for the future; an example from one community partner – Faithful Fools – was included in the meeting packet. Staff explained how recent TLCBD’s TL Talk LIVE events, and Safe Passage and Clean programs have evolved by meeting the needs of residents with adequate resources to create change. Positive Board responses were expressed, in addition to responses highlighting the need to be cautious with words, and to be inclusive.

MOTION:
Staff to craft a binding statement, for possible inclusion in the Management Plan, on the following:

“TLCBD will not hire or contract for security, forces whose primary or ancillary purpose is to keep the streets cleared of homeless people, or people who live in low-income housing. Specifically, the TLCBD excludes in its safety planning the use of off-duty policy or security agencies that carry weapons.”

Moved by: T. Shorts
Seconded by: R. Stackhouse

Public comment:
S. Dennison from Faithful Fools indicated they want to ensure that TLCBD assessment dollars are not directed towards enforcement or security guards carrying weapons. He continued that in the Block Safety Group work, TLCBD should ensure there is an ongoing sense of safety for everyone.

A. Goldstein from TNDC indicated that from her perspective the challenge with safety is the lack of a unified community voice from the multiple communities in the neighborhood.

Abstained: None
Passed: Yes
MOTION:
Staff to develop an affirmative approach to public safety, and:
  i. develop a statement about public safety
  ii. be clear in its communications about safety work as this is expanded to other program areas

Moved by:   R. Stackhouse
Seconded by: F. Manchen

Public comment:
S. Dennison from Faithful Fools indicated the need to build some values into the safety policy.  A. Goldstein from TNDC expressed that it was heartening to hear how TLCBD Board was responding.

Abstained:   None
Passed:      Yes

d) TEDP
Simon asked the Board consider a potential TLCBD-TEDP partnership.  OEWD & UC Hastings are interested in funding TEDP, through TLCBD, to connect merchants to small business services, such as accounting, technical, law services, and graphic design. TEDP’s President will present at the next Executive Committee meeting.

Staff would assess if this partnership is a good fit with TLCBD’s mission, particularly in the area of its Economic Opportunity Program, and creating opportunities/stepping stones for those in clean and safe programs. Staff would evaluate/monitor TEDP’s work for the next year. The grant would allow TEDP to work with small businesses, and is supplemental to their existing Community Development Block grant. TEDPs consists of a six-member, Board-driven organization. The Board were asked if any concerns; feedback included: staff should review/assess the contract and plan, estimate time and payment for staff work, and confirm how we codify and determine the criteria to measure success. The action item was deferred until next month’s Board meeting.

e) Financial Policy Handbook
Staff will send out the handbook after the meeting, giving the Board 1 month to review. The action item was deferred to the April meeting.

[Staff Action Item: Staff to distribute the Financial Policy Handbook for Board review and action for April’s meeting.]

f) Dashboards
Program dashboards were moved to Agenda item D. Committee Reports. Draft dashboards will be added to April’s agenda. R. Stackhouse requested a scorecard to track Board attendance, plus key stats, ad hoc projects and tracking to completion, Board recruitment and diversity of Board viewpoints.

[Staff Action Item: circulate draft Dashboards for discussion at the April meeting.]
[Staff Action Item: create/present the monthly financials – Balance Sheet, Cash Flow and P&L – for future Board meetings.]
D. Committee Reports

a. Public Rights-of-Way (PROW) Committee
   An update will be provided next month.

b. Safe Passage Committee
   C. Deffarges gave an update and shared metrics on February’s performance. L. Caulder suggested the Committee present metrics measuring what needs to change, how to monitor, and percentage comparisons, rather than absolute numbers. R. Stackhouse indicated that Committee dashboards should be contextualized, and should reinforce the underlying purpose of the Committees.

c. CEC
   J. Neal gave the update and indicated the Committee is looking at various metrics, including event attendance, interactions on social media, newsletters, and the lighting project.

d. Ad-Hoc Camera Committee
   This update was deferred to next month’s meeting.

E. Public Comment on Non-Agenda Item
   There was no public comment on non-agenda items.

F. Announcements and Future Agenda Items
   There were no updates.

   The meeting was adjourned at 6:39pm.

   Next NoM/TLCBC Board Meeting: Monday, April 22, 5:00pm
   At the TLCBD Office, 512 Ellis Street