Minutes of Regular Meeting

Board of Directors
San Jose Downtown Property Owners' Association

November 18, 2025

A meeting of the Board of Directors of the San Jose Downtown Property Owners' Association (POA, a non-profit California corporation,) was held in person at 16 N 3rd St and on Zoom.

Board members present: Herrera, Garcia, Zelalich, Ristow, Phan

Board members present on Zoom: Freise, Burroughs, McMahon

Members absent: Southwell, Egge

Members of the public who were present: Michael Lomio

Also present were SJDA staff: Interim Chief Executive Officer Gumby Marques, Street Life Manager Lou Jimenez, Operations Manager Chris Kendrix, PBID Coordinator Kimberly Lozano, and Economic Development Director Nate LeBlanc

Freise called the meeting to order at 8:33 a.m.

Open Session:

Public comment: None

Minutes Approved: Motion by Phan, seconded by Zelalich

President's report: McMahon spoke about the SJDA CEO search, we have a signed contract with a candidate, Brian Kurtz. January 8, 2026 will be the official start date.

Burroughs shared that PUMA has completed their report on the future composition of the PBID and SJDA boards. Their main recommendation is to combine the boards, more details will be presented in January 2026 for consideration and approval by both parties. Target start date would be July 1, 2026, the start of the next fiscal year. They suggest that the boards begin meeting jointly starting in January in anticipation of the coming changes.

Freise announced that he will be stepping off of the PBID board given that all of these changes are going to be occurring soon.

New business: Kendrix introduced the board to the recently hired PBID Coordinator Kimberly Lozano. The board also introduced themselves to Lozano and described their roles in the downtown business community.

Jimenez gave a presentation on a new software platform called Tree Plotter that the team is using to help track and care for the urban tree canopy downtown. Zelalich inquired about the cost of the software, Garcia asked if the program could help developers make decisions about which trees to plant around new projects. Lomio inquired about empty tree wells throughout downtown, of which. Ristow asked for a copy of the presentation. McMahon noted that the Londonplanes could be pruned better, using the same trees in Paris as a model. Jimenez presented information about the health of the trees at the Circle of palms. There are three dead palm trees that need to be replaced after the Downtown Ice Rink season in February 2026. Jay Paul companies and the City Arborist will be involved in these impactful decisions.

Old Business: Kendrix presented the board with context around Groundwerx capital purchases, seeking feedback on direction for how the board would like to direct funds this time around. His recommendation is to purchase a new pressure washer and a Kubota (small tractor) for the team to increase their service deployment. The board requested a timeline for when Block By Block will replace a recently departed regional manager.

Jimenez provided updates on the PBID’s contract with landscaping vendor AllBay. She has been working closely with the vendor to streamline their services by focusing on the most active areas of downtown and to focus less on watering and more on more visible aspects of landscaping. Crafting this new agreement has improved our relationship with the vendor significantly. Jimenez will work with the board on the financial aspects of the

Staff reports: LeBlanc noted several exciting businesses that will be opening their doors soon and noted his role in assisting hotel Clariana with an upcoming expansion. Kendrix discussed Social Impact Team deployment and changes to PATH’s deployment and how that will affect the PBID’s efforts. He led a successful Resource fair for underprivileged residents at the City Hall Rotunda recently. Jimenez detailed progress on some previously approved Stitching Districts work in Little Italy and the San Pedro area. She noted that there is

some fundraising that will need to occur in order to complete the work that has been designed and is in the permit process that we would like to implement soon.

Other matters: Phan thanked Lomio, Groundwerx and the team for helping to address a closed business on Santa Clara Street that was negatively affecting the business environment.

Freise adjourned the meeting at 9:39 a.m.