

Executive Committee Meeting

May 07, 2025, 3:00 pm

48 Golden Gate Avenue, San Francisco, CA

Meeting Minutes

DRAFT*

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

Present:

Executive Committee

- Naomi Maisel, President, Business Owner Seat (La Cocina on Hyde)
- Isabel Manchester, Vice President, Property Owner Seat (The Phoenix Hotel)
- Diana Pang, Secretary, Property Owner Seat (Chinatown Community Development Center)
- Nafy Flatley, At Large Seat, (Teranga)
- Kristen Villalobos, Chair–Policy & Voice Committee, Property Owner Seat (San Francisco Community Land Trust)

Other Board Members:

- Mark Puchalski, Property Owner Seat (TNDC)

TLCBD Staff:

- Esan Looper, TLCBD Staff
- Enrique Ovando, TLCBD Staff
- Kate Robinson, TLCBD Staff
- Isis Sainz, TLCBD Staff
- Alicia Seleska, TLCBD Staff
- Carla Solis, TLCBD Staff
- Frank Turbeville, TLCBD Staff

Absent:

- Brennan Foley, Treasurer/Chair–Finance, Admin & Fund Development Committee, Property Owner Seat (Hilton)
- Geoffrey McFarland, Chair–Operations & Stewardship Committee, Business Owner Seat (St. Anthony Foundation)

1. Welcome

The meeting came to order at 3:03 pm.

2. Action: Approve Minutes of Previous Meeting

MOTION: Review and approve the draft minutes of the April Meeting of the Executive Committee.

Moved by: D. Pang

Seconded by: K. Villalobos

Passed: Yes

3. Action: Camera Transition

K. Robinson: The camera network has been funded by a single organization, the Silicon Valley Community Foundation. As the long-term sustainability of the program was evaluated, Tenderloin Community Benefit District (TLCBD) decided to transition the camera network to SafeCity Connect (SCI), the company that built and maintained the program. SCI's CEO, Dimitri Shimolin, will host an event for current property owners with cameras, in order to guide them through a smooth transition. In addition, D. Shimolin was developing a FAQ guide for easy access by property owners.

As part of the transition, the Transfer of Ownership and Liability Agreement was updated to reflect that SCI had full responsibility, rather than partial.

We are making a responsible transition to SCI as the camera program is with a trusted company. Furthermore, it was noted that the camera program was not included in the strategic plan. TLCBD will not receive any additional funds for the camera program and will keep the remaining balance in the camera to serve as the sale of the assets owned by TLCBD.

K. Villalobos: Is SCI a nonprofit or for-profit organization?

K. Robinson: For profit.

M. Puchalski: Are we concerned about how the cameras will be used? Can ICE potentially use this program?

K. Robinson: D. Shimolin, the CEO of SCI, has verbally committed to continuing to follow the guidelines TLCBD set in place. A proper chain of command and authorization would still be required. D. Shimolin created and upheld the TL Network's policy alongside TLCBD.

MOTION: The Tenderloin Community Benefit District approves transition of cameras to close out the program.

Moved by: N. Maisel

Seconded by: M. Puchalski

Passed: Yes

F. Turbeville: When will the transaction become effective?

K. Robinson: When both D. Shimolin and I sign off. The goal is tomorrow if time permits.

4. **Discussion: Creation of Separate Entity for 200 Leavenworth**

K. Robinson: The Capital Campaign continues to make progress. After meeting with consultants, they advised creating a separate entity to receive the New Market Tax Credit and the Historic Tax Credit. This separate entity would protect TLCBD from liabilities. Follow-up information will be presented at the next board meeting.

N. Flatley: Is there any way to delay the purchase until we have more information about the separate entity?

K. Robinson: We are not in full control of the timing of when we will close. The current purchase agreement has been in process for a year and a half, and we hope to close in the near future.

M. Puchalski: What due diligence has been done on this building?

K. Robinson: We can share our comprehensive feasibility report, which includes a Phase 2 Environmental report.

[Action: K. Robinson will distribute the feasibility report to board members for their review.]

5. **Action: Executive Director Evaluation Updates**

N. Maisel: The existing Executive Director evaluation was too long and lacked questions aligned with board oversight. The new annual performance evaluation form was distributed. Suggested edits included: specifying that low ratings must be accompanied by comments and a score; replacing "employee comments/signature" with "Executive Director comments/signature"; and providing an example of how past board members completed the evaluation.

MOTION: To approve the updated Executive Director evaluation form as presented, including all proposed revisions.

Moved by: N. Maisel

Seconded by: I. Manchester

Passed: Yes

6. Board Reminders

N. Maisel: There are two open resident seats, and applications close on May 27th. The FY26 budget will be presented and voted on at the next board meeting on May 28th.

7. Information Sharing: Comment, Announcements and Future Items

K. Robinson: The next 2nd Thursdays Dodge Alley event will take place on Friday, May 16th from 5-8 pm, to align with the Tenderloin Music and Arts Festival.

The meeting was adjourned at 4:00 pm.

Next Executive Committee Meeting

June 18, 2025, 5:00 pm | 48 Golden Gate Avenue, San Francisco, CA