



**Jack London Improvement District - Meeting of the Board of Directors
May 9, 2016 – 4:00 p.m., Jack London Headquarters – 333 Broadway**

Agenda

1. **Call to order and introductions** - President 4:00
2. **Public comment and announcements** - President 4:10
3. **Executive Update** - Executive Director 4:20
4. **New Event Venue**- At 205 Alice Street, Introduction to Chris Curtis 4:30

5. **Support for a compassionate, sustainable solution to unsanctioned encampments** 4:40
District recognizes increased number of homeless living on the streets of Downtown Oakland and is actively engaging local homeless outreach and service providers, City staff, as well as encampment residents to identify and support multifaceted solutions. City-initiated report on alternatives and policy recommendations completed by Goldman School of Public Policy, UC Berkeley. **Discussion Item**
 - a. Upcoming Panel talk: Public Conversation on Homeless crisis in Jack London. Invited guests from Operation Dignity, Goldman School of Public Policy, Alameda Co. Health Services (Additional guests TBD)
 - b. District support and increased meeting outreach: inviting participation in meetings from neighbors living in encampments.

6. **Embarcadero Improvement Project (Formerly Train Quiet Zone)** 5:00
 - a. Update: Task force is coordinating with City of Oakland transportation planners and on-call consultant to further define the feasibility study to include safety improvements. Task force to bring action item to Board when disbursement of allocated funds is required.

7. **Community Engagement** 5:10
Approve \$1,750 for 4-Hour Board training workshop: *GROUP FACILITATION SKILLS: Putting Participatory Values Into Practice* led by Nelli Noakes, Community At Work. Workshop to be scheduled in September. **Action Item**

8. **Underpass Improvements** 5:30
 - a. Update: District will solicit proposals for high-impact, temporary, low cost installations for sites at and adjacent to the 7 underpasses within Jack London: MLK, Washington, Broadway, Webster, Jackson, Madison, Oak. District is working with concurrent and overlapping efforts including ACTC's Freeway Access Project, City of Oakland's Safe Routes to Transit Program, as well as supporting further investments from adjacent developments and community partners. Request for Proposals described at www.jacklondonoakland.org/opportunities

9. **Financial Review** - Treasurer and Executive Director 5:40
 - a. Financial Report

10. **Approval of minutes** - Secretary 5:50
 - a. Board Meeting: May 9, 2016 (Attached) **Action Item**

11. **Adjourn** 6:00

Next regular meeting: September 12, 2016, 4:00 pm

BROWN ACT: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. Jack London Improvement District posts agendas with the City of Oakland. Action may not be taken on items not posted on the agenda. Copies of the agenda are available from the Jack London Improvement District at 333 Broadway, Oakland, CA 94607 or through jacklondonoakland.org. Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, please notify info@jacklondonoakland.org at least 48 hours prior to the meeting. The public will be provided with an opportunity to address the board on any item during agenda item number 2.

Jack London Improvement District – 333 Broadway, Oakland, CA 94607 – 510-388-4412



Executive Update, July 2016

Highlights

- Jack London's 3rd **Annual National Night Out Party** is Tuesday August 2nd
- Comment letter submitted to the Federal Railroad Administration to reduce barriers to communities establishing **Train Quiet Zone**. Our Task Force is also working to incorporate additional safety improvements into the project. Many community members have pledged their support.
- Port Share Plan Approved for 2016 at June 23rd Port Board of Commissioners Meeting
- Updated Inventory of Jack London Parcel Data for 2016/2017- Thank You Gary Knecht for technical support.
- Coordination with Urban Releaf for **street tree planting**- the District needs approval from property owners where street trees have been recommended and seeks volunteers to help site more trees in the District.
- **Beat 1X Neighborhood Crime Prevention Council** continues its meetings monthly to help solve public safety issues in Jack London with strong community participation, and increasing outreach to organizations and community members from Old Oakland and West Oakland to work on common goals.

Challenges

- Maintaining and fostering an authentic mixed-use neighborhood-encouraging responsible operations and good stewardship throughout the Wholesale Produce District.
- Illegal Dumping—building a better partnership with Waste Management, Public Works, Waste Management Clients and our Stakeholders to reduce burden on the District and trash in the public right-of-way.
- Finding compassionate, sustainable solutions for homeless encampments at Brush, Castro, and Webster

District News/ New Business

- **New Event Venue** at 205 Alice Street, Welcome!
- **Utility Box Artist Installations** painted weekend of May 14th. Stay tuned for "Art Walk" event to tour art in the District.
- **Low budget, high-impact art project proposals** are being accepted on a rolling submission basis. More information available at www.jacklondonoakland.org/opportunities.

We need your support and participation to make these projects a reality. Hope to see you at this month's events and meetings!

-Savlan Hauser, Executive Director

JACK LONDON IMPROVEMENT DISTRICT Budget Report June 2016	BUDGET				ACTUAL	
	2016 Calendar year				Period ending 6/30/16	
	Non-Port 2016	Port Share 2016	2015 Carryover	TOTALS	Actual	Remaining
Revenue						
4000 Assessment Income			\$134,174.34	\$134,174.34	\$134,174.34	\$0.00
4100 Assessment Income:Port of Oakland		\$109,868.45		\$109,868.45	\$0.00	-\$109,868.45
4200 Assessment Income:Non-Port	\$670,901.53			\$670,901.53	\$601,374.55	-\$69,526.98
4250 Prior Year Assessment Adjustments				\$0.00	\$9,896.55	\$9,896.55
9100 Bank Interest				\$0.00	\$476.98	\$476.98
4300 Grants/Contributions				\$0.00	\$5,000.00	\$5,000.00
Total Cash Available	\$670,901.53	\$109,868.45	\$134,174.34	\$914,944.32	\$745,922.42	-\$169,021.90
Expenditures						
7000 MBSSI Maint., Beautification, Safety, etc.						
7100 Ambassador Services (Block By Block)	\$315,808.29	\$89,868.45		\$405,676.74	\$202,838.34	\$202,838.40
7200 Services on Tidelands Trust Lands	\$0.00	\$20,000.00		\$20,000.00	\$0.00	\$20,000.00
7300 Special Projects	\$0.00		\$67,138.17	\$67,138.17	\$1,027.63	\$66,110.54
7400 Maintenance Operations	\$19,996.12			\$19,996.12	\$11,741.06	\$8,255.06
Total 7000 MBSSI Maint., Beautification, Safety	\$335,804.41	\$109,868.45	\$67,138.17	\$512,811.03	\$215,607.03	\$297,204.00
7700 MED Marketing & Economic Development						
7710 District Management (1 FTE)	\$98,767.74			\$98,767.74	\$37,428.32	\$61,339.42
7750 Marketing Operations	\$7,702.00			\$7,702.00	\$2,251.03	\$5,450.97
7800 Special Projects	\$15,807.05		\$67,036.17	\$82,843.22	\$36,631.06	\$46,212.16
Total 7700 MED Marketing & Economic Development	\$122,276.79	\$0.00	\$67,036.17	\$189,312.96	\$76,310.41	\$113,002.55
8000 AGCR Admin & Govt/Comm Relations						
8010 District Management (1 FTE)	\$98,767.74			\$98,767.74	\$37,428.33	\$61,339.41
8050 Training & Professional Development	\$1,200.00			\$1,200.00	\$165.00	\$1,035.00
8110 Accounting & Taxes	\$2,500.00			\$2,500.00	\$1,151.46	\$1,348.54
8130 Computer Service & Support	\$500.00			\$500.00	\$0.00	\$500.00
8150 Consulting & Legal Expenses	\$2,000.00			\$2,000.00	\$0.00	\$2,000.00
8200 Fees & Permits	\$500.00			\$500.00	\$70.00	\$430.00
8410 Insurance (D&O)	\$675.00			\$675.00	\$600.00	\$75.00
8420 Insurance (General Liability & Auto)	\$2,900.00			\$2,900.00	\$3,211.00	-\$311.00
8450 Special Projects	\$500.00			\$500.00	\$161.40	\$338.60
8510 Office Rent	\$31,250.00			\$31,250.00	\$15,000.00	\$16,250.00
8520 Office Improvements	\$3,800.00			\$3,800.00	-\$715.96	\$4,515.96
8530 Office Furniture & Equipment	\$1,400.00			\$1,400.00	\$553.83	\$846.17
8540 Postage, Shipping, Delivery	\$500.00			\$500.00	\$765.26	-\$265.26
8545 Local Transportation	\$500.00			\$500.00	\$50.00	\$450.00
8550 Printing & Copying	\$1,200.00			\$1,200.00	\$814.62	\$385.38
8560 Supplies	\$1,700.00			\$1,700.00	\$544.94	\$1,155.06
8570 Telephone & Telecommunications	\$2,820.00			\$2,820.00	\$1,348.99	\$1,471.01
8580 Utilities	\$4,246.24			\$4,246.24	\$2,095.15	\$2,151.09
Total 8000 AGCR Admin & Govt/Comm Relations	\$156,958.98	\$0.00	\$0.00	\$156,958.98	\$63,244.02	\$93,714.96
8610 Collection Fees						
8630 Alameda County fees (1.7%)	\$10,113.84			\$10,113.84	\$10,115.08	-\$1.24
8640 City of Oakland fees (1% except Port)	\$6,709.02			\$6,709.02	\$450.00	\$6,259.02
Total 8600 CFC Collection Fees	\$16,822.85	\$0.00	\$0.00	\$16,822.85	\$10,565.08	\$6,257.77
Total Expenditures	\$631,863.03	\$109,868.45	\$134,174.34	\$875,905.82	\$365,726.54	
Contingency (5% of 2016 Assessment Income)	\$39,038.50	\$0.00	\$0.00	\$39,038.50	\$39,038.50	
Cash available	\$0.00	\$0.00	\$0.00	\$0.00	\$341,157.38	

**Jack London Improvement District - Meeting of the Board of Directors
May 9, 2016 – 4:00 p.m., Jack London Headquarters – 333 Broadway**

Present: Bill Stotler, Sara May, Vivian Kahn, Paul Thyssen, Michael Carilli, Peter Gertler, Jenni Koidal, Erin Coburn, Saied Karamooz, Sam Nassif

Absent: Barry Pilger

Staff: Savlan Hauser, Fiona Simms

Guests: Geoff Gibson, Nick Gomez, Brie Mazurek, Joanna Adler, Pamela Kershaw, Adrian Napolitano, Mireille Nassif, Ken Lowney, Dave Fennell, Gary Knecht, Dave Fiore

Discussions held and decisions made by the Board of Directors

<i>SUBJECT</i>	<i>DISCUSSION</i>	<i>ACTION?</i>
1. Call to order and introductions	The meeting was called to order at 4:02 p.m.	
2. Public comment and announcements	Bill recommended a documentary airing on PBS about homelessness in West Oakland called “Dogtown Redemption”. Savlan noted that updates about the Downtown Specific Plan can be found on the District website at jacklondonoakland.org.	
3. Executive Committee update	Savlan noted that the district has made great headway on the Building Art Program including a new mural at Washington and 4 Streets and the installation of an exhibition at 222 Broadway. She also thanked the Ambassador crew who worked extra hard to prepare for the West Coast Urban District Forum. Savlan reported that there will be a hearing regarding the transfer of the Oakland Metro Operahouse’s alcohol permit from their old location to their new location. Savlan plans to attend the hearing to share observations on impacts on the public right-of-way. Savlan reported that the District is seeking a candidate for the Administrative Coordinator position. Savlan gave an update on the Train Quiet Zone.	
4. CUESA-Center for Urban Education about Sustainable Agriculture- Brie Mazurek: New operator of the Jack London Square Farmers’ Market beginning May 1st	Brie introduced the Center for Urban Education about Sustainable Agriculture (CUESA), current operators of the Ferry Plaza farmer’s Market and new operations of the Jack London Square Farmer’s Market. She noted that CUESA is hoping to expand current offerings and add educational and family programming and materials to the market. The market has been on hiatus during the transition but will reopen this weekend.	
5. Mill Creek Residential introduction to 377 2nd Street- Dave Fiore	Mill Creek Residential presented their development project at 377 2nd Street. The building is 5 stories with 134 residential units and reviewed drawings and floor plans. The ground floor includes 3,000 sq.ft. retail space. Once the revised entitlement is issued, Mill Creek intends to begin construction by the end of this year. Construction is slated to take two years.	

<p>6. Lowney Architects' introduction to 335 3rd Street – Nick Gomez</p>	<p>Lowney Architects presented their plans for 335 3rd Street between Webster and Harrison. They presented drawings and floor plans. A public meeting will be held to review the plans.</p> <p>The board discussed the types of housing that are necessary to reach the vision and mission of the district and how the district can help attract those types of buildings.</p>	
<p>7. Community Engagement</p>	<p>Bill explained the project, presented a draft definition of “community engagement” and asked the board for feedback and thoughts. There was discussion of opportunities for improvement as well as challenges. It was noted that the word “communication” should be included.</p>	
<p>8. Financial Review</p>	<p>Fiona presented the financial report and noted that the district has received its second disbursement. There was clarification around the question of when assessments are levied on new developments.</p>	
<p>9. Approval of the minutes a. Board Meeting: March 14, 2016</p>	<p>The minutes of March 14, 2016 were presented to the board for review.</p>	<p>Sara moved and Sam seconded the motion to approve the minutes of March 14, 2016. The motion was approved unanimously.</p>
<p>10. Next regular meeting</p>	<p>Monday, July 11, 2011 – 4:00 p.m.</p>	
<p>11. Adjournment</p>	<p>The meeting adjourned at 5:48 p.m.</p>	

Minutes taken by: Fiona Simms