



Jack London Improvement District Meeting of the Board of Directors

472 Water St December 9th, 2019 --5:00PM

- | | |
|---|---|
| 1. Call to order and introductions | 5:00 |
| 2. Public Comment and Announcements | 5:00 |
| 3. Executive Update | 5:05 |
| <ul style="list-style-type: none"> a. Cleaning and Safety Statistics, November: 18,300 lbs of trash picked up, 21 Graffiti sites cleaned, 72 illegal dumping sites removed, 19 blocks of pressure washed, 364 hospitality interactions, 166 stickers, posters, flyers removed from City fixtures. b. Underpass update: Advocacy joint letter drafted regarding 5 publicly owned city blocks, working with Old Oakland and Chinatown representation to submit. Oak & 5th shelter is planned to open in Q4 2019, town hall style meeting with Joe DeVries to be hosted this month. Paul & Savlan writing periodic updates on underpass/ corridor progress for public distribution. c. Crime update: NCPC on Hiatus until January for the Holidays. NCPC is considering use of \$1,400 allocated from the City on expanding crime prevention and safety communications. | |
| 4. Financial Review and Report | 5:20 |
| <ul style="list-style-type: none"> a. Approve Financial Reports
Statement of Financial Position, Budget v Actual November 2019 b. Approve Draft 2020 Budget | <p style="text-align: right;">Action Item</p> <p style="text-align: right;">Action Item</p> |
| 5. Approval of Minutes | 5:40 |
| November 12 th , 2019, October 14th, 2019 | Action Item |
| 6. Adjorn- Next Meeting January 13 th , 5:00 PM | 6:00 |

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

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 agendas are posted with the City of Oakland. Action may not be taken on items not posted on the agenda. Copies of the agenda are available 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.



Executive Update, December 2019



[Advocacy for a plan to activate and redevelop publicly -owned blocks continues](#)



[Business leadership gathers to support the Howard Terminal A's Stadium Development](#)



[Wholesale Produce Market unique in Jack London](#)

We're taking an opportunity to look back on a full year of programs, projects completed, and partnerships formed.

From a brand new banner program, block parties and a sidewalk sale, new Broadway medians from the pavement-up, working groups convened to tackle such tricky issues as the future of publicly owned land within Jack London, cleaner operations at the 100 year old Wholesale Produce Market, and continuing to build a local support network for the Jack London Business Community, we're working to make Jack London more welcoming and meet its incredible potential.

This year we committed to take on a higher level of stakeholder input and outreach- our first-ever impact report was delivered summer 2019 at a public stakeholder breakfast, an event we plan to repeat annually. And, our organization becomes more robust with the onboarding of 5 new Board members representing diverse stakeholders and businesses—from CUESA Jack London Square Farmer's Market, residential property ownership, to Oakland's favorite cider taphouse.

We are in the midst of significant development and long-range planning for the future of Oakland's Downtown. We look forward to working closely with the A's and connecting the community as they pursue the development of a new stadium at Howard Terminal in Jack London. We continue to contribute the collective insight of Jack London stakeholders to the City's Downtown Plan.

We're honored to work with you to make it all happen!

Jack London In the News

[How Oakland has become a Renter's Market](#) SF Business Times, Savlan Hauser Quoted
[A Long-Awaited Food Hall Will Bring Star Chefs to Jack London Square this Summer](#) – SF Eater

This Month's Events

- **Jack London Beat 1X NCPC will not convene in December** -- Enjoy your December Holidays
- **Jack London Merchant Coffee Hour**-12/18-10:00AM. Thanks to Modera by Mill Creek for hosting!

Development/ Construction Updates

- **Downtown Oakland Specific Plan**- Comment period ends November 8th
- **"Mirador" 201 Broadway**- 48 Homes 4,000sqft retail—Entitled property listed for sale
- **"Modera"**- Mill Creek **377 2nd St**- 134 Homes/Broke ground Q22017, leasing has begun
- Rehabilitation at **322 Broadway @ 4th**underway, by Christopher Porto, Smart Growth
- **4th and Alice** street sold to SunCal/Swenson, for lease
- **412 Madison** 157 homes, ground floor retail/Swenson+ Essex Property Trust

We invite you to participate in our meetings and [collaborative events](#) in the District.

-Savlan Hauser, Executive Director

JACK LONDON OAKLAND™

Date: December XX, 2019

To: Councilmembers, Department Heads, County Supervisors
Re: Plan Urgently Needed for 5 Publicly Owned City Blocks

Board of Directors

Dear (Councilmembers, Appropriate Department Heads, County Supervisors)

Mark Everton, President
CEO Visit Oakland

We request an immediate plan for how the City of Oakland and Alameda County will work together to implement the Downtown Oakland Specific Plan to specifically address the future of five publicly owned city blocks spanning Broadway and 5th at I-880 between Franklin and Jefferson. You have an unprecedented opportunity; these five blocks are contiguous, publicly-owned, and predominantly vacant. Don't let them continue to be an eyesore, safety hazard, and economic drain. It is urgent that the City and County plan for and implement redevelopment of these blocks.

Paul Thyssen,
Secretary/Treasurer
Property Owner

Sara May
Metrovation

Elizabeth Van Clute
Jack London Square

Jonathan Fong
*CUESA Jack London Square
Farmers' Market*

Dana Bushouse
Crooked City Cider

Michael Bernstein
Buck Wild Brewing

Sam Nassif
Z Hotel

Peter Gertler
Property Owner

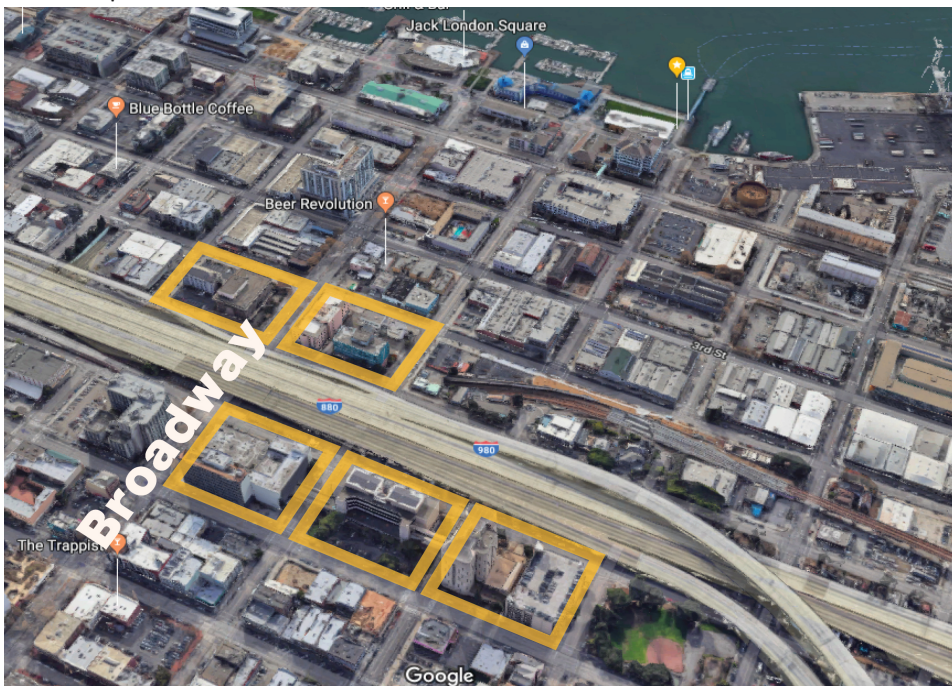
Erin Coburn
Minimo Wine Shop

Chris Pastena
Chop Bar and Tribune Tavern

Taj Tashombe
Oakland Athletics

Greg Pasquali
Carmel Partners

Chris Wittler
Property Owner



These five entire city blocks are either currently vacant or their vacancy is anticipated, and their location couldn't be more critical. To date, we have seen that vacancies in this area immediately become sites of dangerous dumping and encampments. This is hazardous and inhumane for everyone, as well as detrimental to economic well-being and the safety of adjacent neighborhoods including Chinatown, Old Oakland, and Jack London. Inaction now and cleanup after-the-fact is an irresponsible and wasteful use of taxpayer dollars. There is no excuse for the City and County to impose blighted burdens on our neighborhoods that are already struggling to keep our businesses thriving and streets welcoming for all.



These five contiguous blocks are a gateway to three vibrant neighborhoods that are immediately adjacent to Oakland's downtown and waterfront. An opportunity of this scale, under public control, and vacant (or anticipated to be in the case of the Police Station), is unprecedented. While many recommendations and concepts of the Downtown Oakland Specific Plan will have limited or long-term implementation, these blocks are the place where that plan can bear fruit. But focused planning such as a precise plan or master plan will be required. Such a plan should be expressly recommended as an implementation measure in the DOSP, and should be embarked upon immediately.

We have immense interest from the community, private and non-profit sectors to partner with the public sector and activate, invest in, and develop these sites. We ask that you work with us to take action and treat this with the urgency this deserves.

Sincerely,
Savlan Hauser

Executive Director, Jack London Improvement District

**Jack London Improvement District
Budget Overview: Draft Operating Budget 2020**

	2019 Forecast	2020	
Revenue			
4000 Assessment Income			
4100 Port of Oakland Assessment	\$168,572	\$177,000	
4200 Non Port Assessment Income	\$757,790	\$873,960	
4250 Prior Year Assessment Adjustments	\$18,333		
Total 4000 Assessment Income	\$944,695	\$1,050,961	\$1,001,385 was 2019 budgeted assessment
Uncategorized Revenue (Prior Year Carry-Forward)			
8700 Contingency allowance for uncollected assessments	-\$50,069	-\$52,548	
9100 Bank Interest	\$1,738		
Total Revenue	\$946,433	\$998,413	
Expenditures			
7000 MBSSI Maintenance, Beautification, Safety & Streetscape			
7100 Ambassador Services- Non-Port Assessment Funds	\$322,446	\$338,568	BBBContract 2019+5%
7150 Ambassador Services-Port of Oakland Funds	\$145,419	\$152,689	All Port Funds to Ambassador Svcs
7200 Services on Tidelands Trust Lands	\$23,153	\$24,311	Port Reimbursement increases 5%.
Subtotal- Port Share	\$168,572	\$177,000	
7400 Maintenance Operations	\$22,000	\$57,457	Detail Attached
Total 7000 MBSSI Maintenance, Beautification, Safety & Streetscape	\$513,018	\$573,025	
7700 MED Marketing & Economic Development			
7710 District Management	\$103,951	\$108,926	Detail Attached
7750 Marketing Operations	\$6,000	\$8,000	web maintenance, existing projects, collateral
7800 Special Projects	\$56,000	\$86,000	Detail Attached/ To be approved 1/2020
Total 7700 MED Marketing & Economic Development	\$165,951	\$202,926	
8000 AGCR Administration & Government/Community Relations			
8010 District Management	\$103,951	\$108,926	Detail Attached
8050 Training & Professional Development	\$4,200	\$9,600	Detail Attached
8110 Accounting & Taxes	\$2,900	\$3,900	General and administrative costs associated
8130 Computer Service & Support	\$301	\$500	with JL office are based on 2019 actuals with
8150 Consulting & Legal Expenses	\$0	\$2,500	moderate COL or contractual lease increase
8200 Fees & Permits	\$332	\$500	
8410 Insurance (D&O)	\$600	\$800	
8420 Insurance (General Liability & Auto)	\$3,224	\$3,800	
8425 Insurance (Workers Comp)	\$1,100	\$2,000	
8430 Membership Fees	\$1,400	\$3,000	
8450 Special Projects Board Development	\$3,800	\$3,800	
8510 Office Rent	\$40,200	\$42,600	
8520 Office Improvements	\$1,800	\$2,500	
8530 Office Furniture & Equipment	\$1,131	\$1,200	
8540 Postage, Shipping, Delivery	\$400	\$1,400	
8545 Local transportation	\$320	\$500	
8550 Printing & Copying	\$500	\$500	
8560 Supplies	\$1,650	\$1,800	
8570 Telephone & Telecommunications	\$821	\$2,580	
8580 Utilities	\$3,200	\$3,450	
Total 8000 AGCR Administration & Government/Community Relations	\$171,830	\$195,856	
8600 Collection Fees			
8630 Alameda County fees (1.7%)	\$12,688	\$17,866	
8640 City of Oakland fees (1% except Port)	\$7,646	\$8,740	
Total 8600 Collection Fees	\$25,352	\$26,606	
Total Expenditures	\$876,151	\$998,413	
Gross Difference Revenue Less Expenditures (Forecast)	\$70,282	\$0	
Compound Carry-forward (Forecast)			TBD 1/2020
Reserve - Subject to Board Approval			TBD 1/2020
Adjusted Carry-forward to be allocated			TBD 1/2020

Percentage Allocation by area of Work	Management	2019	
Maintenance & Beautification	55%	55%	-0.9%
Marketing & Economic Development	18%	19%	7.3%
Administration & Government	19%	19%	-1.9%
Contingency & Collection	8%	8%	-5.9%

Budget Management. The management corporation may reallocate funding within the service categories, not to exceed 10 percent of the annual budgeted amount for each category consistent with the Management District Plan.

7800 Special Projects Detail	Amount	Description
Total Budget:	\$ 86,000	
Broadway Beautification	\$ 30,000	Design and installation of potential seasonal decorations, hanging baskets, night lighting, additional planting beyond 32 existing boxes
Community Programming/ Panel Talks (Economic Development Focus)	\$ 6,000	Panel talks, speaker series, educational workshops, walking tours, 4x/year
Community Programming (General Interest/Seasonal festivities)	\$ 4,000	Special event support: St. Patrick's Day, Oktoberfest, etc
National Night Out	\$ 1,200	Annual Meeting/Community Event
Merchant Collaborative Programing	\$ 8,000	Merchant coffee hour, trainings, special marketing campaigns
Annual Stakeholder Meeting, Report, and Communications	\$ 6,800	Annual District impact presentation and required annual communications
Wholesale Produce District Branding	\$ 10,000	Branding, Signage, Street and sidewalk paintings
B Shuttle Sponsorship	\$ 20,000	2020 Sponsorship
Total	\$ 86,000	

7100 & 7150 Ambassador Program Detail

Year	Contract Amount	Weekly Hours
2015	\$ 388,071	254
2016	\$ 405,677	254
2017	\$ 441,671	256
2018	\$ 471,033	272
2019	\$ 491,018	272
(Proposed) 2020	\$ 515,568	285.6

7710 & 8010 District Management Detail

Salary	\$168,920
Payroll Taxes (employer share)	\$14,254
401K Employer Contributions	\$6,757
Fitness Benefits-Employer Contributions	\$1,200
Payroll Processing Fees	\$612
401K Administration Fees	\$480
Health Insurance (employer share)	\$4,463
Maximum Eligible Bonus	\$21,167
Total	\$217,852

7400 Maintenance Operations Detail

Amount	Description
Total Budget:	\$ 57,457
Storage Rental	\$ 5,040 Storage unit for pressure washer trailer & ATLV
Waste Management Fees	\$ 7,200 Dumpster service and periodic dump disposal fees
Tree maintenance	\$ 7,500 Pruning and maintenance by arborist
Supplies	\$ 12,917 Equipment maintenance and incidental material expenses (gravel, hardware, etc) associated with existing beautification projects
Specialized Installations	\$ 18,000 Signage, hardware installation, electrical contractor
Streetscape maintenance	\$ 6,800 Ongoing maintenance and replacement of existing median plantings, treewell groundcover, landscaping contractor services as needed
Total	\$ 57,457
	\$ -

8050 Training and Professional Development Detail

Amount	Description
Total Budget:	\$ 9,600
Online Training	\$ 480 Data Analysis Web Course
International Downtown Association Conference Attendance	\$ 4,400 Travel, Registration, Hotel for Executive Director and District Specialist
Urban Land Institute-- Urban Revitalization Council	\$ 3,250 Meeting Attendance for Executive Director
California Downtown Association - West Coast	\$ 1,470 Travel, Registration for Executive Director (Speaker Discount Possible)
Urban District Forum	
Total	\$ 9,600

Jack London Improvement District
Budget vs. Actuals: 2019 Budget - FY19 P&L
 January - November

	Total				Notes	Annual Budget	% Utilized YTD
	Actual YTD	Budget YTD	Variance YTD	% of Budget YTD			
Revenue							
4000 Assessment Income							
4100 Port of Oakland Assessment	\$169,780	\$155,632	\$14,148	9%	100% of Port Assessment	\$169,780	100%
4200 Non Port Assessment Income	\$757,790	\$762,304	-\$4,515	-1%	100% of Annual Assessment	\$831,605	91%
Uncollected Caltrans Assessment	\$0	\$26,169	-\$26,169	-100%		\$28,548	0%
4250 Prior Year Assessment Adjustments	\$18,333		\$18,333			\$0	
Total 4000 Assessment Income	\$945,903	\$917,936	\$27,967	3%		\$1,001,385	94%
Uncategorized Revenue	\$0	\$0					
9100 Bank Interest	\$1,840	\$0	\$1,840			\$0	
Total Revenue	\$947,743	\$917,936	\$29,807	3%		\$1,001,385	95%
Expenditures							
7000 MBSSI Maintenance, Beautification, Safety & Streetscape							
7100 Ambassador Services	\$302,685	\$333,909	\$31,224	9%		\$364,264	83%
7150 Ambassador Services-Port of Oakland	\$154,524	\$133,301	-\$21,223	-16%		\$145,419	106%
7200 Services on Tidelands Trust Lands	\$23,153	\$21,223	-\$1,930	-9%		\$23,153	100%
7400 Maintenance Operations	\$17,267	\$22,000	\$4,733	22%		\$24,000	72%
Total 7000 MBSSI Maintenance, Beautification, Safety & Streetscape	\$497,628	\$510,433	\$12,804	3%		\$556,836	89%
7700 MED Marketing & Economic Development							
7710 District Management	\$80,805	\$95,288	\$14,484	15%		\$103,951	78%
7750 Marketing Operations	\$5,120	\$5,500	\$380	7%		\$6,000	85%
7800 Special Projects	\$51,434	\$51,333	-\$101	0%		\$56,000	92%
Total 7700 MED Marketing & Economic Development	\$137,359	\$152,122	\$14,763	10%		\$165,951	83%
8000 AGCR Administration & Government/Community Relations							
8010 District Management	\$97,187	\$95,288	-\$1,898	-2%		\$103,951	93%
8050 Training & Professional Development	\$4,471	\$4,583	\$113	2%		\$5,000	89%
8110 Accounting & Taxes	\$2,905	\$2,484	-\$421	-17%	Annual tax filing complete 5/19	\$2,709	107%
8130 Computer Service & Support	\$302	\$458	\$157	34%		\$500	60%
8150 Consulting & Legal Expenses	\$0	\$1,833	\$1,833	100%	Allowance not needed to date.	\$2,000	0%
8200 Fees & Permits	\$332	\$458	\$126	28%		\$500	66%
8410 Insurance (D&O)	\$600	\$733	\$133	18%		\$800	75%
8420 Insurance (General Liability & Auto)	\$3,224	\$3,483	\$259	7%	Premiums paid in 1/2019	\$3,800	85%
8425 Insurance (Workers Comp)	\$1,052	\$2,521	\$1,469	58%		\$2,750	38%
8430 Membership Fees	\$1,600	\$1,283	-\$317	-25%	Memberships renewed 1/2019	\$1,400	114%
8450 Special Projects	\$0	\$3,483	\$3,483	100%	Facilitated Session 2/2020	\$3,800	0%
8510 Office rent	\$40,200	\$39,399	-\$801	-2%		\$42,981	94%
8520 Office Improvements	\$1,800	\$2,292	\$492	21%	Awaiting Landlord Approval	\$2,500	72%
8530 Office Furniture & Equipment	\$1,261	\$1,100	-\$161	-15%	Computer purchase 1/19	\$1,200	105%
8540 Postage, Shipping, Delivery	\$152	\$1,283	\$1,131	88%		\$1,400	11%
8545 Local transportation	\$252	\$458	\$207	45%		\$500	50%
8550 Printing & Copying	\$0	\$458	\$458	100%		\$500	0%
8560 Supplies	\$1,427	\$1,833	\$406	22%		\$2,000	71%
8570 Telephone & Telecommunications	\$966	\$2,365	\$1,399	59%		\$2,580	37%
8580 Utilities	\$3,465	\$2,613	-\$853	-33%	WM Fines under dispute	\$2,850	122%
Total 8000 AGCR Administration & Government/Community Relations	\$161,196	\$168,412	\$7,216	4%		\$183,722	88%
8600 Collection Fees & Contingency							
8680 Contingency allowance for uncollected assessments	\$0	\$45,897	\$0	0%		\$50,069	0%
8610 Collection Fees							
8630 Alameda County fees (1.7%)	\$12,688	\$15,605	\$2,917	19%		\$17,024	75%
8640 City of Oakland fees (1% except Port)	\$7,646	\$7,623	-\$23	0%		\$8,316	92%
Total 8610 Collection Fees	\$20,335	\$23,228	\$2,893	12%		\$25,340	80%
Total 8600 Collection Fees & Contingency	\$20,335	\$69,125	\$48,790	71%		\$75,409	27%
Total Expenditures	\$816,518	\$854,194	\$37,676	4%		\$869,879	

Accrual Basis

Summary

	Actual YTD	Budget YTD	Variance YTD	% of Budget YTD	Annual Budget	% Utilized YTD
Total Revenue	\$947,743	\$917,936	\$29,807	3%	\$1,001,385	95%
Total 7000 MBSSI Maintenance, Beautification, Safety & Streetscape	-\$497,628	-\$510,433	-\$12,804	3%	-\$556,836	89%
Total 7700 MED Marketing & Economic Development	-\$137,359	-\$152,122	-\$14,763	10%	-\$165,951	83%
Total 8000 AGCR Administration & Government/Community Relations	-\$161,196	-\$168,412	-\$7,216	4%	-\$183,722	88%
Total 8610 Collection Fees	-\$20,335	-\$23,228	-\$2,893	12%	-\$25,340	80%
Total Expenditures	-\$816,518	-\$854,194	-\$37,676	4%	-\$931,848	88%
Net Difference (Total Revenue - Total Expenditures)	\$131,225	\$63,742			\$69,537	

Jack London Improvement District
Statement of Financial Position
As of November 30, 2019

	Total
ASSETS	
Current Assets	
Bank Accounts	
1100 Bridge Bank Operating Account	52,911.00
1105 Discretionary Spending at Bridge Bank	3,219.00
1110 Money Market at Bridge Bank	363,737.49
1115 PayPal Bank	131.67
Total Bank Accounts	\$ 419,999.16
Total Current Assets	\$ 419,999.16
Other Assets	
1510 Security Deposits	2,000.00
Total Other Assets	\$ 2,000.00
TOTAL ASSETS	\$ 421,999.16
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
3100 Without Donor Restriction	163,933.97
3300 With Donor Restriction	
3310 Steam Factory	4,000.00
3320 Train Quiet Zone	7,328.84
3330 Special Projects	23,188.09
Total 3300 With Donor Restriction	\$ 34,516.93
Net Revenue	305,664.38
Total Equity	\$ 504,115.28
TOTAL LIABILITIES AND EQUITY	\$ 504,115.28
Unpaid Caltrans Assessments:	\$ 262,025.00

Wednesday, Dec 04, 2019

Jack London Improvement District - Meeting of the Board of Directors

November 12th, 2019 – 5:00 p.m., 472 Water Street

Present: Mark Everton, Erin Coburn, Vivian Kahn, Paul Thyssen, Taj Tashombe, Greg Pasquali, Chris Pastena, Sara May

Absent: Peter Gertler, Sam Nassif

Staff: Savlan Hauser, Kaylee Hudson

Guests: Dana Bushouse, Michael Bernstein, Chris Wittler, Jonathan Fong

<i>SUBJECT</i>	<i>DISCUSSION</i>	<i>ACTION?</i>
1. Call to order	The Board of Directors meeting was called to order at 4:55 p.m.	
2. Public comment and announcements	<p>Vivian Kahn is retiring from the Board of Directors this month. Vivian has enjoyed her time in the District and thanks the organization and Board for all the good work over the years.</p> <p>Chris Pastena announced that Tribune Tavern is doing well.</p> <p>Greg Pasquali noted that 4th Street East is 90% leased.</p> <p>Mike Bernstein announced that Buck Wild Brewing on 4th and Jackson will begin brewing within 6-8 weeks.</p>	
3. Executive Update <ul style="list-style-type: none"> a. Cleaning and Safety Statistics b. Underpass update c. Crime update 	<p>Savlan presented the Executive Update to the Board.</p> <p>Cleaning and Safety statistics: 22,714 lbs of trash picked up, 60 graffiti sites cleaned, 425 illegal dumping sites removed, 19 blocks pressure washed, 909 hospitality interactions, 165 stickers removed from City fixtures.</p> <p>In addition to cleaning and safety statistics, Savlan noted that a monthly underpass update will now be included in the Executive Update. This month's underpass update: The Oak & 5th shelter is planned to open in Q4 2019.</p> <p>Crime update: 3 attendees to NCPC, 71 auto burglaries, 5 residential burglaries, 5 petty thefts, 11 vandalisms, and 1 shooting at Chicken and Waffles.</p> <p>It was suggested that Chinatown, the Oakland A's, and Jack London Square should submit a joint letter to the City team that requests to specifically address the future of the 5 blocks of vacant and underutilized space around the 880 underpass.</p> <p>Taj suggested staff look at case studies from other cities' produce markets for best practices in the produce district, such as Detroit, Seattle, Chicago. Mark noted that staff will begin to develop heat maps with ambassador statistics.</p> <p>The annual Board Retreat will be in December or early January with facilitator Kerry Morrison to discuss coalition building around homelessness advocacy. Board members added additional comments to shape the content and purpose of the Board Retreat, addressing employee training for example.</p> <p>See the agenda packet for the full Executive Update; available for download on www.jacklondonoakland.org/meetings.</p>	
4. Governance Update <ul style="list-style-type: none"> a. Affirmation or increase of Board Membership of 11 members b. Elections – Board of 	<p>The Board discussed the first governance item: maintaining Board membership at 11 members, or increasing the number of members to 14. The increase to 14 members would increase quorum to 8 members.</p> <p>The Board discussed the second governance item: electing each presented candidate to the 9 open Board seats. The 9 candidates were Paul Thyssen, Beth VanClute, Chris Pastena, Chris Wittler, Mark Everton, Sara May, Jonathan Fong, Michael Bernstein and Dana Bushouse.</p>	<ul style="list-style-type: none"> a. Vivian moved to increase the Board to 14 members, Greg seconded, and the motion passed. b. Greg moved to accept all nine

<p>Directors 2019-2021</p> <p>c. Elections – Officers 2019-2020</p> <p><i>Action Item</i></p>	<p>The Board discussed the third governance item: electing Executive Officers in a closed session. The nominees for executive positions were Mark Everton - President, Paul Thyssen - Treasurer and Beth VanClute - Secretary.</p>	<p>candidates to the Board, Vivian seconded and the motion passed.</p> <p>c. Vivian moved to elect Mark to the President position, Paul to the Treasurer position, and leave the Secretary position open. Taj seconded and the motion passed.</p>
<p>5. Financial Review and Report</p> <p><i>Action Item</i></p>	<p>Approval of the October financial reports was deferred to the December 10th Board of Directors meeting due to time constraints.</p>	
<p>6. Approval of Minutes</p> <p><i>Action Item</i></p>	<p>Approval of the October minutes was deferred to the December 10th Board of Directors meeting due to time constraints.</p>	
<p>7. Community Benefits and A's Stadium Development (Move to Port Exhibition Room)</p>	<p>The Board joined the Community Benefits and A's Stadium Development meeting with Veronica Cummings from City of Oakland, Surlene Grant, Consultant and Lydia Tan from Oakland A's.</p>	
<p>8. Adjourn</p>	<p>The meeting was adjourned at 5:39 pm. Next Board meeting will be held Monday, December 10th, 5:00 PM at 472 Water St.</p>	

Discussions held and decisions made by the Board of Directors.

	Sara	Erin	Sam	Vivian	Mark	Paul	Peter	Jenni	Chris	Taj	Greg
January	x	x	x	x	x	x	x	x	x	-	x
February	x	x	x	x	x	x	-	Retired	x	x	x
March	x	x	x	x	x	x	x		x	x	x
April	x	x	-	x	x	-	-		-	x	x
May	x	x	x	x	x	x	x		x	-	-
June	x	x	-	x	x	x	-		x	x	x
July	x	x	x	x	x	x	-		x	-	x
August	-	x	-	x	x	x	x		-	x	-
September											
October	x	x	x	x	x	x	-		x	x	x
November	x	x	-	x	x	x	-		x	x	x
December											

Board Attendance Record

Jack London Improvement District - Meeting of the Board of Directors

October 14th, 2019 – 4:30 p.m., 472 Water Street

Present: Mark Everton, Erin Coburn, Vivian Kahn, Paul Thyssen, Taj Tashombe, Greg Pasquali, Sam Nassif, Chris Pastena, Sara May

Absent: Peter Gertler

Staff: Savlan Hauser, Kaylee Hudson

Guests: Zac (Fire Station), Ed Manasse (City), Beth VanClute (CIM), Pamela Kershaw (Port), Jonathan Fong (CUESA), Bill Dow (ILW Local 6), Steve Saffold (broker), Ben Delaney (JLDA), Jilliane Patriarca (Lungomare), Art May (Keystone), Steve Lowe (WOJLOO), Sue Gavin, Chris Buckley (OHA), Craig Frucht (Berg Davis Public Affairs), Erin Moore (Dimond District), Betsy Lake (A's), Carina Wittler (Portobello), Chris Wittler (Portobello), Jennifer Newman (Portobello), Dilyn Redling (Ellington), Allison Tom (Ellington)

SUBJECT	DISCUSSION	ACTION?
1. Call to order	The Board of Directors meeting was called to order at 4:35 p.m.	
2. Public comment and announcements	Chris thanked the Board and guests for their support of the new Chop Bar. Zac Unger, the Vice President of Local 55 Firefighters Union, asked the Board to support the reopening of Fire Station 2 in Jack London and the redeployment of a fire boat to protect the port and growing development in the District, explaining that Jack London is severely underserved with existing infrastructure. Mark announced that the Amgen Tour of CA will be routing through Oakland, the US Rowing Championships return to Lake Merritt this Summer, the new USS Oakland will be docked at Howard Terminal next year and Oakland was voted the 7th most diverse city in America and 1 st in the Bay Area.	
3. DOT/A's Stadium Area Development Transportation Improvements – Nicole Ferrara, DOT Discussion Item	Nicole Ferrara of DOT staff presented the planned Howard Terminal Area Development Transportation Improvements to the Board. The OAAP still plans to remove the Broadway offramp, and is not part of this project. Main port access points for truck traffic, mainly Adeline, will be preserved. The District will continue to suggest that District goals continue to align with planning, notably improvements needed at the Broadway underpass. The full presentation is available for download on www.jacklondonoakland.org/meetings .	
4. Downtown Oakland Specific Plan Draft – Project Team, City of Oakland Discussion Item	Ed Manasse of the Oakland Planning Dept. presented the Downtown Oakland Specific Plan Draft to the Board. The Board and guests shared concerns and comments on the plan in discussion, including a comment letter to be sent to the project team. Local labor representatives voiced concern over the effects on truck traffic and surrounding industry as a result of the development. Height limits in the plan are only maximums, not by-right heights. Base and bonus heights to be implemented are currently being studied. The full presentation and comment letter are available for download on www.jacklondonoakland.org/meetings .	
5. Executive Update a. Economic Development update, Safe&Clean program update/NCPC update b. Waterfront Warehouse District Signage Program Update c. Fallon Street	Savlan presented the Executive Update to the Board. Betsy Lake, who is leading the A's community benefit outreach, was introduced to the Board. The final installment of funding from Carmel Partners came through for the Waterfront Warehouse District Signage Program this month and work will move forward, including fabrication. Board elections are next month! Mark, Vivian, Paul, Chris and Sara are up for re-election and there is still a vacancy on the Board needed to be filled. See the agenda packet for the full Executive Update available for download on	

deployment center for Falk Ambulance notification	www.jacklondonoakland.org/meetings .	
6. Financial Report Approval <i>Action Item</i>	The Board reviewed the September financial statements. Timing differences from cash basis were noted. The CalTrans assessments unpaid and due to the District total \$266,520.	Vivian motioned to approve the financial statements as presented and Sara seconded. Motion passed unanimously.
7. Approval of Minutes– August 12th, 2019. <i>Action Item</i>	The Board reviewed the August meeting minutes. No changes to the minutes were proposed.	Paul motioned to approve the minutes as presented and Greg seconded. Motion passed unanimously.
8. Adjourn	The meeting was adjourned at 6:05 pm. Next Board meeting will be held Monday, November 11 th , 2019 at 5:00 PM at 472 Water St.	

Discussions held and decisions made by the Board of Directors.

	Sara	Erin	Sam	Vivian	Mark	Paul	Peter	Jenni	Chris	Taj	Greg
January	x	x	x	x	x	x	x	x	x	-	x
February	x	x	x	x	x	x	-	Retired	x	x	x
March	x	x	x	x	x	x	x		x	x	x
April	x	x	-	x	x	-	-		-	x	x
May	x	x	x	x	x	x	x		x	-	-
June	x	x	-	x	x	x	-		x	x	x
July	x	x	x	x	x	x	-		x	-	x
August	-	x	-	x	x	x	x		-	x	-
September											
October	x	x	x	x	x	x	-		x	x	x
November											
December											

Board Attendance Record