



## Jack London Improvement District Meeting of the Board of Directors

June 8th, 2020, 5:00PM (VIA ZOOM MEETING) Zoom Meeting

<https://us02web.zoom.us/j/6999564114>

1. **Call to order and introductions** 5:00
2. **Public Comment and Announcements** 5:00
3. **Executive Update** 5:05
  - a. **Cleaning and Safety Work**
  - b. **Underpass update:** No change on encampment intervention pause. Working through continued DOSP and Howard Terminal processes to prioritize underpasses. B Shuttle suspension continues.
  - c. **Crime update:** NCPC via zoom. Auto burglary down package increased.
  - d. **Howard Terminal CBA Update** – coordination among topic area participants to move shared priorities forward, including underpass improvements
4. **Jack London Adapts: New operations and work in light of COVID 19 and Protests** 5:15

Here's what we're up to:

  - Continued: virtual events for continued community and merchant engagement, bi-weekly meetings with Economic Development and OPD, [Business marketing and resource sharing](#)
  - Ramping up: Serving as conduit for demonstration related activity information. Directing volunteers and donations to neighboring Chinatown and other areas heavily impacted by looting and vandalism. Coordinating murals for impacted storefronts and buildings.

**Discussion Item**
5. **Financial Review and Reports** 5:30
  - a. Recommendation of permitted annual assessment increase **Action Item**

Staff recommends an assessment increase of 1.6% based on SSI Federal COLA, a reduced increase from prior years in deference to economically challenging conditions.
  - b. Approve Financial Reports **Action Item**

Statement of Financial Position, Budget v Actual April 2020
6. **Approval of Minutes** 5:50  
May, 2020 **Action Item**
7. **Adjourn** 6:00  
Next Board Meeting July 13th, 5:00 PM

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](http://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](mailto: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  
Simplified View: Budget vs Actuals 2020**

**As of April 30st, 2020**

	Actual YTD	Budget YTD
<b>Revenue</b>		
<b>Total 4000 Assessment Income</b>	<b>\$760,359</b>	<b>\$350,320</b>
<b>8700 Contingency allowance for uncollected assessments*</b>	<b>-\$55,482</b>	<b>-\$17,516</b>
<b>Total Budgeted Revenue</b>	<b>\$704,877</b>	<b>\$332,804</b>
<b>Expenditures</b>		
<b>7000 MBSSI Maintenance, Beautification, Safety &amp; Streetscape</b>		
7100 Ambassador Services- Non-Port Assessment Funds	\$115,739	\$112,766
7150 & 7200 Subtotal- Port Share	\$59,399	\$59,000
7400 Maintenance Operations	\$4,854	\$19,242
<b>Total 7000 MBSSI Maintenance, Beautification, Safety &amp; Streetscape</b>	<b>\$179,992</b>	<b>\$191,008</b>
<b>7700 MED Marketing &amp; Economic Development</b>		
7710 & 7800 Management & Operations	\$31,861	\$38,975
7800 Special Projects	\$29,782	\$28,667
<b>Total 7700 MED Marketing &amp; Economic Development</b>	<b>\$61,643</b>	<b>\$67,642</b>
<b>8000 AGCR Administration &amp; Government/Community Relations</b>		
8010-8450 District Management & Governance	\$42,714	\$46,442
8510-8580 Office Operations	\$16,425	\$18,843
<b>Total 8000 AGCR Administration &amp; Government/Community Relations</b>	<b>\$59,139</b>	<b>\$65,285</b>
<b>Total 8600 Collection Fees</b>	<b>\$13,764</b>	<b>\$8,869</b>
<b>Total Expenditures</b>	<b>\$314,539</b>	<b>\$332,804</b>
<b>Gross Difference</b>	<b>\$390,337</b>	<b>\$0</b>

<b>Percentage Allocation by area of Work</b>	<b>Management Plan</b>	<b>2020</b>
Maintenance & Beautification	55%	55%
Marketing & Economic Development	18%	19%
Administration & Government	19%	19%
Contingency & Collection	8%	8%
<b><i>Budget Management.</i></b> 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.		

**Jack London Improvement District**  
**Statement of Financial Position**  
As of April 30, 2020

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1100 Bridge Bank Operating Account	55,665.36
1105 Discretionary Spending at Bridge Bank	1,250.36
1110 Money Market at Bridge Bank	669,332.97
<b>Total Bank Accounts</b>	<b>\$ 726,248.69</b>
<b>Accounts Receivable</b>	
1200 Accounts Receivable	1,067.40
<b>Total Accounts Receivable</b>	<b>\$ 1,067.40</b>
<b>Total Current Assets</b>	<b>\$ 727,316.09</b>
<b>Other Assets</b>	
1510 Security Deposits	2,000.00
<b>Total Other Assets</b>	<b>\$ 2,000.00</b>
<b>TOTAL ASSETS</b>	<b>\$ 729,316.09</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
3100 Without Donor Restriction	296,202.39
3300 With Donor Restriction	
3310 Steam Factory	4,625.00
3320 Train Quiet Zone	7,328.84
3350 Waterfront District Special Project	47,168.13
<b>Total 3300 With Donor Restriction</b>	<b>\$ 59,121.97</b>
<b>Net Revenue</b>	373,991.73
<b>Total Equity</b>	<b>\$ 729,316.09</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 729,316.09</b>
<b>Cummulative Unpaid Caltrans Assessments</b>	<b>\$ 262,025.00</b>
<b>Total unpaid 2019 Assessments</b>	<b>\$ 55,482.00</b>

\*250,000 from Money Market Account to be transferred to Reserve Fund at Bank of San Francisco

Thursday, May 07, 2020 10:39:49 AM GMT-7 - Accrual Basis

**Jack London Improvement District - Meeting Minutes of the Board of Directors  
May 11<sup>th</sup>, 2020 – 5:00 p.m., Virtual via Zoom**

Present: Mark Everton, Erin Coburn, Paul Thyssen, Chris Wittler, Jonathan Fong, Michael Bernstein, Chris Pastena, Sara May, Peter Gertler, Dana Bushouse, Sam Nassif, Greg Pasquali

Absent: Taj Tashombe, Beth VanClute

Staff: Savlan Hauser, Kaylee Hudson

Guests: Gary Knecht, Stephen Lowe, Tamera White

<i>SUBJECT</i>	<i>DISCUSSION</i>	<i>ACTION?</i>
1. Call to order	The Board of Directors meeting was called to order at 5:05 p.m.	
2. Public comment and announcements	Board members gave updates on their businesses during shelter-in-place, including the reopening of Chop Bar. It was noted that an important City Council meeting on May 12 <sup>th</sup> 1:30pm will have a vote on new Sick Leave requirements. Chris P. commented that the new requirements could negatively affect small businesses. Savlan noted that adopted sick leave requirements could affect organizations that hire contractors like Block by Block. Tamera White, Public Information Officer at the GoPort Program, notified the Board of 3 slated construction projects.	
3. Executive Update a. Cleaning and Safety Work b. Underpass update c. Crime Update d. Howard Terminal CBA Update	Savlan presented the Executive Update: a. Update on new safety and hygiene protocols and shifted services of Ambassador team in light of shelter-in-place order. Staff is working with partner organizations and the City on reopening strategies and resources like flexible streets and curbs. Board members flagged concerns about complete street closure, noted low-cost solutions should be prioritized, the City should help manage and provide services to transient populations in these expanded outdoor spaces, and the unique needs of each street should be considered. b. Oak & 5 <sup>th</sup> shelter is now open; however due to CDC guidelines during the pandemic, encampment closure and intervention has been paused by the city. We continue to advocate for acute cleaning and hazard abatement in these areas, and provide pressure washing and litter abatement as is safe and feasible. c. NCPC held via Zoom. Auto burglary is down, as parking and commercial activity is decreased. Reports of building and package burglary as deliveries and online shopping have increased. Guest Gary Knecht requested that Zoom links to these meetings should be sent on the day of the meeting for convenience. d. Participation in the Howard Terminal CBA. Savlan noted she is working in coordination among topic area participants to move shared priorities forward, including underpass improvements. Guest Stephen Lowe questions ability of the group to reach a CBA by September due to lack of coordination and delays due to COVID-19. Lowe asks the Board to support a “Megahood” coalition to advocate for shared priorities and infrastructure upgrades. See the agenda packet for the Executive Update and accompanying slideshow at <a href="http://www.jacklondonoakland.org/board-meetings">http://www.jacklondonoakland.org/board-meetings</a> .	
4. Jack London Adapts: Operational change and new work in light of COVID 19. <i>Discussion item</i>	Operational changes and new work during shelter-in-place: <ul style="list-style-type: none"> <li>• Ramping up: virtual events for continued community and merchant engagement—weekly Friday night community entertainment fueled by food and drink specials from the district.</li> <li>• Continued ensuring compliance with regulations, adopting additional hygiene and safety protocol and trainings for ambassador staff, bi-weekly meetings with Economic Development and OPD, marketing</li> </ul>	

*Discussions held and decisions made by the Board of Directors.*

	adapted Jack London Business offerings and services on local and regional marketing, sharing collected resources and funding support including grants, ramping up staff work on “touchless” projects	
5. Financial Review and Report a. Discuss permitted annual assessment increase of 5% <i>Discussion Item</i> b. Contingency increase in light of potential decreased collections <i>Discussion Item</i> c. Approve Financial Reports <i>Action Item</i>	a. The Board discussed whether to go ahead with an annual assessment increase of up to 5%. The Board requested more data on COL changes and noted that a 2% increase may be best to stay at parity. b. Staff noted that there may be more ramifications if property owners do not have the ability to pay taxes, and services and ambassador hours will likely have to decrease. A 10% contingency increase was encouraged to safeguard from collections being impacted by the pandemic. It was noted that economic impacts will likely extend into 2021, so contingencies will be taken into account in the development of the budget. c. The Board reviewed the March 2020 Statement of Financial Position and Budget v Actual Reports.	c. Paul moved to approve the financial statements and Sam seconded. Motion passed unanimously.
6. Approval of Minutes– April, 2020. <i>Action Item</i>	The Board reviewed the April meeting minutes. No changes to the minutes were proposed.	a. Paul moved to approve the minutes as presented and Sara seconded. Motion passed unanimously.
7. Adjourn	The meeting was adjourned at 6:00 pm. Next Board meeting will be held Monday, June 8th, 2020 at 5:00 PM virtually via Zoom.	

### Board Attendance Record

#### 2020 Elected Board Members

2019 - 2020	Sara	Erin	Sam	Mark	Paul	Peter	Chris P.	Taj	Greg	Beth	Jonathan	Dana	Michael	Chris W.
Dec		x	x	x	x			x	x	x	x	x	x	x
Jan	x	x	x	x	x	x	x	x	x		x	x	x	x
Feb*	x	x	x	x	x		x				x	x		x
Mar	x	x	x	x	x		x		x		x		x	x
April	x	x		x	x	x	x	x		x	x	x	x	x
May	x	x	x	x	x	x	x		x		x	x	x	x
June														
July														
Aug														
Sept														
Oct														
Nov														

\*February Facilitated Session, no public board meeting.

## PROGRAM OVERVIEW

GoPort is a program of projects to improve truck and rail access to the Port of Oakland, one of the nation's most vital seaports. It consists of the following components:

- 7th Street Grade Separation West (7SGSW):** Realign and grade separate the intersection near 7th Street and Maritime Street in the heart of the seaport, and construct a rail connection underneath to improve intermodal access and minimize conflicts between rail, vehicles, pedestrians, and bicyclists.
- 7th Street Grade Separation East (7SGSE):** Replace existing railroad underpass between I-880 and Maritime Street to increase clearance for trucks and improve the current shared pedestrian/bicycle pathway.
- Freight Intelligent Transportation System (FITS):** A suite of demonstration information technology projects along West Grand Avenue, Maritime Street, 7th Street, and Middle Harbor Road, that are intended to improve truck traffic flows, increase the efficiency of goods movement operations, and enhance the safety and incident response capabilities throughout the seaport.



## PROGRAM NEED

- The Port of Oakland (Port) is one of the top 10 busiest container ports in the U.S., handling 99% of regional containerized goods in Northern California.
- The Port has capacity to support increased freight demands, but severe landside access inefficiencies constrain growth potential.
- Significant traffic congestion occurs within the Port, particularly along Maritime Street, 7th Street, and Middle Harbor Road, due to substantial gate down time required for train crossings at major intersections. Truck queues can take more than one hour and 45 minutes to clear.
- Lengthy queues on the streets with as many as 50 trucks have wait times of up to three hours to enter into marine terminals.
- Idling trucks in long queues cause growing local and regional concerns regarding air quality and greenhouse gas emissions.
- There is limited multimodal access to commercial developments and recreational facilities adjacent to the San Francisco Bay.

## PROGRAM BENEFITS

- Congestion relief:** Upgrade technology and infrastructure to minimize and manage truck wait times, manage truck congestion, and improve traffic circulation
- Efficiency:** Improve Port and Rail Yard efficiencies, intermodal yard connectivity, and expand near-dock use of rail and intermodal facilities
- Sustainability:** Reconstruct Bay Trail segment on 7th Street and Maritime Street and reduce emissions/carbon footprint
- Economic stimulation:** Reduce shipping costs, improve Port competitiveness and create jobs



Maritime Street at-grade rail crossing south of 7th Street, March 2016.



Aerial view of the Port of Oakland, March 2016.

## STATUS

**Implementing Agency:** Alameda CTC

**Current Phase:** Final Design/Construction

- ~\$53 million has been allocated from the Measure BB funds for the environmental and final design phases of the program.
- The City of Oakland was the California Environmental Quality Act (CEQA) lead agency and the Port was the responsible agency for the 2002 Oakland Army Base (OAB) Redevelopment Environmental Impact Report (EIR) and its subsequent 2012 Initial Study Addendum, in which the GoPort Program was included. The Categorical Exclusions (CE) as part of the National Environmental Policy Act (NEPA) clearance were completed for the FITS, 7SGSE and 7SGSW projects in August 2018, October 2018 and March 2019, respectively.

## PARTNERS AND STAKEHOLDERS

City of Oakland, Port of Oakland, California Department of Transportation, Union Pacific Railroad, BNSF Railway, San Francisco Bay Area Rapid Transit, Metropolitan Transportation Commission and several utility entities

### COST ESTIMATE BY PHASE (\$ X 1,000)

PE/Environmental	\$12,400
Final Design (PS&E)	\$41,700
Construction <sup>1</sup>	\$604,400
<b>Total Expenditures Estimate</b>	<b>\$658,600</b>

<sup>1</sup> Includes right-of-way cost.

### FUNDING SOURCES (\$ X 1,000)

Measure BB	\$66,020
Federal	\$11,544
State (Senate Bill 1 (SB 1) LPP) <sup>2</sup>	\$7,980
State (SB 1 TCEP) <sup>3</sup>	\$187,456
TBD	\$385,600
<b>Total Revenues To Date</b>	<b>\$658,600</b>

<sup>2</sup> Local Partnership Program.

<sup>3</sup> Trade Corridor Enhancement Program.

### SCHEDULE BY PHASE

	Begin	End
PE/Environmental	Fall 2016	2018
CEQA Clearance	-	2012
NEPA Clearance	Fall 2017	Spring 2019
Final Design	Fall 2018	Early 2020
Construction	Fall 2019	Fall 2026

Note: Information on this fact sheet is subject to periodic updates.