



**Executive Committee Meeting Minutes**  
**Date: October 18, 2022 from 6:00 pm to 7:00 pm**  
**Location: Zoom platform**

**Present:** Joseph Jung, Mike Thaler, Alan Wilk

**Absent:**

**Staff:** Shari Godinez, [Courtney Russell](#) Ramon Hall

**Guest:**

<u><i>Subject</i></u>	<u><i>Discussion</i></u>	<u><i>Action</i></u>
<b>1. Welcome and Establish Quorum</b>	Meeting began 6:01pm Quorum established	
<b>2. Open Discussion/ Announcements</b>	<b>Introduction:</b> <a href="#">Joseph Jung</a> No Announcements or Open discussions	
<b>3. Staff Report: Executive Director Updates- Shari Godinez</b>	<b>Shari-</b> mentioned that she started working on setting up the retirement plan and going through the necessary paperwork. Shari stated that she and Courtney were working on the Budget Performance Sheet thru the end of September in order to draft the 2023 budget as well as cleaning up categories in Quickbooks. She mentioned that for Economic Development we have been promoting the businesses on social media and that we recently lost 4 businesses in the district, CommonWealth at the end of the year, Classic Cars West, Roscoes Ceramic Galley and Walgreens on November 8th. Shari stated that she spoke to the Walgreens corporate office and they said that the store may be closing in order to remodel but that isn't what the store itself told her. Shari stated she is working with the city's Economic Development Dept to get the sales tax data for the district. She mentioned that for beautification and marketing we completed the newsletter and the mural at 27th and Northgate, she shared more images and said it looks to be almost completed. She mentioned that Ramon participated by painting the pillars all black so they don't continue to get tagged. Shari mentioned there's potentially a new mural coming to 25th St and that Slate Gallery plans to fund it. Shari stated she has been working with Ramon and Janina on the location map for placement of the OakFF banners. Shari also mentioned that she's working on verifying the litter containers because there seems to be 7 litter	

containers missing. Ramon stated that he believes after taking inventory that there were 3 litter containers missing and mentioned that it could be because of the construction happening near Chapter 510. Shari stated that we will have to follow up with the city to bring back some of the cans as we were intending to put mosaic art on the missing ones. Shari stated she has been working with the new Board member Nick Myerhoff on the utility art box project.

**Mike** asked Shari to clarify what type of litter container she is referring to and Shari responded that it's the city public trash can. Joseph asked if we previously had 40 trash cans and Shari responded that there were approx 14 trash cans and believed we had 7 decorated and 7 more left to decorate. Joseph stated that we should ask if the construction company moved them and if not ask the city to replace them. Shari mentioned that the Korean Culture Fest was successful. She stated that OPD allowed us to expand OakFF by one block in front of the Moxy Hotel and we were able to fit 2 food trucks and a DJ in that area. Shari stated that we have lost 30 vendor spaces due to the bike lane construction, which is a \$9,650 monthly loss in income so hoping the expansion will make up for a bit of the lost revenue. Shari also stated that she is attempting to find out how much the city will cover for OPD services. Joseph stated that maybe we should not do anything or ask them for a bill. Shari responded that the problem could end up being an accumulated bill. She stated that we had a \$10k bill that ended up being sent to collections by the city. She had to prove that the Festival Funds department had already paid for that month. Joseph stated that he believes that no news is good news so why go after them for a bill and if they send us a large bill we will deal with it then. Shari stated that we have been waiting for a decision on the Golden Pear grant and because they were impacted by the hurricane in Florida there was a delay but we should get a response soon. Shari also mentioned that one of the property owners at 630 Thomas L Berkeley got a quote to put exterior cameras on their building for \$6,850 and wanted to know how much KONO would be willing to cover. Shari mentioned she is working to remove the homeless encampment at 34th and Telegraph. She also mentioned that there was a debris fire on Sycamore and she drafted a letter to the property owner because the building is vacant and the property owner removes the debris from squatters and places it on the sidewalk and then it gets set on fire. Shari stated the property is covered in graffiti and is really bringing down the neighborhood and is located one parcel outside of KONO. Shari mentioned she's working on getting a restraining order on a homeless person who is

<p><b>b) Streetplus- Ramon Hall, Operations Supervisor</b></p>	<p>extremely violent and received an email from a resident that was slapped by this woman and found out she has also broken windows at Econo Gym, attacked 2 people at the Moxy Hotel, which they both have restraining orders against her, broke the glass in the gift shop, threatened one of the ambassadors by putting a drill gun to his head and stole his jacket. Shari also mentioned that there is an event at Jack London Square tomorrow that will have the latest in cleaning equipment and hopes Ramon can attend.</p> <p><b>Ramon-</b> stated that he plans to file a police report regarding the homeless woman who tried to attack the ambassador with a drill gun. Ramon mentioned that he has noticed more homeless people in the district. He stated that they don't stay but do pass through the community which he believes is due to the Wood St encampment being shut down. Ramon stated that he has asked the homeless that live in the district to address the homeless that pass through in order to keep the violence and crime down. Ramon also has noticed a spike in large graffiti tags popping up on windows, however the ambassador team has been diligent in removing those quickly. He's been focusing on keeping the homeless from in front of Mike's building by pressure washing the area. Ramon stated that the new pharmacy was robbed the other night. Shari asked if this is the 1st or 2nd time it was robbed and Ramon responded that it is the 2nd time. Joseph asked where the pharmacy is located and Ramon confirmed that it is on the corner of 25th and Telegraph called Selam Pharmacy. Ramon stated that they were closed for a number of months and reopened a couple months ago and have been robbed twice in that time period. Ramon mentioned that he tried to let the beat cop that was taking the report know that there are cameras throughout the district, however the cop didn't want Ramon's input. Joseph suggested that maybe they should take protective measures like obtaining a metal gate. Ramon responded that they do have a metal gate however the robbers ripped it open and kicked the front door down. Joseph stated that OPD should respond to the alarm going off. Ramon stated that he doesn't believe they respond to alarms. Shari mentioned that another business had a car drive through the front of their store and OPD didn't come out for 4 hours, after the owner was holding the criminals and had to let them go because OPD wasn't available to come at that time. Mike questioned if Selam Pharmacy is a real pharmacy with a pharmacist. Ramon stated that it is a full pharmacy and the pharmacist does come in every morning.</p>	
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<p><b>4) Action Item:</b>  <b>Approve Minutes from September 6, 2022</b></p>	<p>Mike T motion to approve minutes  2nd motion from Alan W  no objections or abstentions  Minutes approved</p>	<p><b>Action:</b>  <b>Approved minutes September 6, 2022</b></p>
<p><b>5) Action Item: Approve Financial Reports through September 2022</b></p>	<p>KONO bank balance as of September 30, 2022  \$554,800.01  Total income Jan-Sept: \$650,553.72  Assessments \$616,000 and the rest were donations and grants  Total expenses thru Sept:\$441,808.84  Net Revenue:\$208,744.88</p> <p>OakFF bank balance as of September 30, 2022 \$265,846.49  Total income: \$348,816.37 with \$23k being from donations \$44k grant money, \$35k is sales, \$50k from KONO, \$127k from Vendor fees  Total expense thru Sept: \$301,776.53  Net Revenue: \$47,039.34</p> <p>Joseph asked when the \$50k transfer was made and Shari responded in September. Mike asked why we need 37 security officers for an event that has 15k attendees. Joseph asked how much does it cost roughly to have them. Shari responded approximately \$6500 monthly. Joseph responded that Greg must have a reason to have so many security guards after having many events and knowing what is needed and it's better to be safe than sorry. Shari stated that Greg may reduce the number of security guards for Nov because there will be less attendees in the winter months. Shari stated we spent \$6,372 on private security in September. Joseph stated that Mike has a point and we will test it out with less security and see how it goes.</p> <p>Alan motion to approve financial reports  Mike 2nd the motion  no objections or abstentions  Financial reports approved</p>	<p><b>Action Item:</b>  <b>Financial Reports approved through September 2022</b></p>

<p><b>6)</b> <b>Discussion:</b> <b>Next steps for Job Review Committee</b></p>	<p><b>Shari</b> stated she saw that an email went out with a questionnaire from Sonja however she hasn't seen what the questions are. <b>Joseph</b> stated that he believes the best thing to do is first set up a zoom meeting or in person with the Job Review Committee. <b>Joseph</b> asked for confirmation of who is a part of the Job Review Committee. <b>Joseph</b> stated that he, Alan, Mike and Shari will have this meeting and will need to know what the current package is and what Shari proposes as a new package and we will ask questions but will not make any decisions in that first meeting then the committee will meet privately and then provide an answer to the proposal. <b>Shari</b> stated the part that's missing is a formal job review to know if the Board is happy with her work or is there anything the Board wants to see improvements on. <b>Joseph</b> stated that in the first meeting we can go over that. <b>Alan</b> stated that Sonja circulated a job review template that had a series of questions and has ratings and comments. <b>Shari</b> asked will this be shared prior to the meeting for her review. <b>Alan</b> stated that feedback from Curt and <b>Joseph</b> is still needed regarding the questionnaire and after gathering all the comments, will share it with <b>Shari</b>. <b>Joseph</b> said for <b>Shari</b> to go ahead and set up the meeting for Oct 26th at 5:30pm.</p>	
<p><b>7)</b> <b>Discussion:</b> <b>Acknowledgment of long time Board member Sonja Brooks</b></p>	<p><b>Joseph</b> stated that Sonja gave it a long consideration and decided to no longer be a part of the Board after 12 years of serving. <b>Shari</b> stated that she feels because Sonja served so long that we could come up with some ideas to acknowledge her long tenure with the Board. <b>Joseph</b> suggested that we create some sort of certificate on paper or on a plaque. <b>Joseph</b> also suggested that we could initially acknowledge her at a zoom meeting and then later do an in person acknowledgement. Someone suggested presenting it to her at First Friday. <b>Joseph</b> recommended we invite her to our Christmas dinner in December and present it to her then. All agreed</p>	
<p><b>8) Discussion</b> <b>Filling vacant officers seat</b></p>	<p><b>Joseph</b> stated that Sonja held the Vice President seat and asked if anyone wanted to volunteer to take on that position. <b>Alan</b> stated that none of us can volunteer because that then opens up another seat. <b>Alan</b> asked if there was an election cycle. <b>Shari</b> stated that the secretary seat was vacant for a long time before and wanted to definitely avoid that happening again. She mentioned we could invite someone else from the Board to come on the Executive committee and have a long time Board member step up to Vice President. <b>Alan</b> stated he would be willing to serve as Vice President. <b>Joseph</b> stated that would be a good choice and <b>Alan</b> is showing interest. <b>Alan</b> stated we should put out a request for anyone to volunteer as Secretary or Vice President. <b>Shari</b> stated that Ryan has been absent quite a lot and we are supposed to drop them out after missing 4 meetings according to the bylaws. <b>Joseph</b> stated we will revisit that topic at a later time.</p>	

<p><b>9)</b> <b>Discussion:</b> <b>Ribbon cutting ceremony for mural at 27th &amp; Northgate</b></p>	<p><b>Joseph</b> asked if the mural has been completed yet. <b>Shari</b> stated that it should be done this week. <b>Joseph</b> suggested early November. <b>Shari</b> stated that we need to coordinate with <b>Kaiser</b> and <b>333Arts</b>, however <b>Shari</b> mentioned an email from <b>333Arts</b> indicated that a ribbon cutting ceremony wasn't necessary. <b>Joseph</b> stated that he would definitely like to have one and to invite people from the city, such as the mayor, Administrator or city councilmember. <b>Shari</b> asked if we should order the giant scissors or borrow it from the city. <b>Joseph</b> stated that we order a ribbon cutting package. <b>Shari</b> stated we have done one before for the bike lane revealing and we had the media come out and someone did a speech. <b>Joseph</b> asked if and where we should have a reception. <b>Mike</b> asked if this should be done after the election on Nov 8th. <b>Joseph</b> suggested having a ribbon cutting ceremony somewhere between the election and Thanksgiving. <b>Shari</b> stated that the new mayor that will be elected won't be in office until Jan so we would be inviting <b>Libby Schaaf</b>. <b>Shari</b> suggested Nov.18th in the middle of the day. <b>Joseph</b> responded that it should work and maybe we could have a reception at the <b>Moxy</b> since it's within walking distance of the office. <b>Shari</b> suggested that she get more information on what <b>Kaiser</b> would like to do and see if the date works for them as well. <b>Joseph</b> agreed that we should accommodate what date works for <b>Kaiser</b>.</p>	<p>Task: Ask <b>Jay</b> about Ribbon cutting on Nov.18th in the middle of the day</p>
<p><b>10)</b> <b>Discussion:</b> <b>Camera project phase 2</b></p>	<p><b>Shari</b> stated that we still have some money left in the budget for the camera project. <b>Joseph</b> asked how much do we have left. <b>Shari</b> asked <b>Courtney</b> to pull up the budget. <b>Shari</b> stated that the quote for cameras at 630 Thomas L. Berkeley came out to \$6k and seeing if they can pay at least 50% of that and would cost <b>KONO</b> about \$3k for cameras on that street. <b>Shari</b> also mentioned that she hasn't received a quote for 23rd yet and would like to speak with <b>Keun Bae</b> about cameras on that important corner. <b>Shari</b> stated that if <b>Walgreens</b> does shut down, she's afraid it will become a homeless encampment and squatters will take up residence there. <b>Courtney</b> stated that we have about \$11,300.00 left in the camera project budget. <b>Joseph</b> asked how many cameras would that cover. <b>Shari</b> stated that for the \$6k quote it covered the cost of 4 cameras. <b>Joseph</b> asked if that means one building and <b>Shari</b> responded yes. <b>Joseph</b> responded that this means it would possibly cover 2 buildings. <b>Shari</b> asked if we should consider putting more funds in the budget for the camera project. <b>Joseph</b> asked if we have been matching what the property owners have been contributing 50/50 or we have been paying 100%. <b>Shari</b> responded that for <b>Mike's</b> building <b>KONO</b> covered 100% of the cost for the exterior cameras. <b>Mike</b> stated that they paid \$3k-\$4k and there's only one camera in the interior of the building. <b>Shari</b> stated for</p>	

	<p>Town29 we paid 60% of the cost and they paid 40%. Joseph stated that we should keep the agreements this way if we can. Shari mentioned that for 25th St we paid 100%. Joseph stated that we should intend that we pay 50% and the property owner pay 50% as a beginning point. Shari stated that having these cameras has been extremely helpful to OPD. Joseph asked how we are letting the property and business owners know we have this project. Shari responded that we can send out an email or send out a hard copy through the mail. Alan asked if the police have been in contact about the prime locations of where we should place the cameras and speak to those property owners or are we offering it to all business and property owners and seeing the response we get. Alan mentioned that this is something the Safety Committee should be talking about. Shari agreed that we should be strategic. Shari also mentioned that she wants to talk to OPD about putting a camera on Thomas L Berkeley and what the likelihood of someone driving down that street after a crime has been committed. Alan stated that having OPD involved may drive how much KONO will be paying for the installations. Joseph suggested that we ask the property owners to install cameras on the buildings where we believe are most suitable for the installations and find out if they are interested. Shari suggested that the best next step is to have a Safety Committee meeting and invite OPD to determine the strategic locations for the installations. Shari stated she knows that the Moxy already has cameras but does not know the quality and it maybe a good idea to have the high definition LPRs installed on their building.</p>	
<p><b>11)</b> <b><u>Discussion:</u></b> <b>Safety, restraining order, illegal dumping, business closures</b></p>	<p><b>Shari</b> stated that there has been a lot more illegal dumping going on in the district. Shari also mentioned that she believes that people are wanting to set up homeless encampments in the residential zones along 23rd and there is a lot of illegal dumping there. Shari stated that the property owner has been speaking with her. Shari stated that she likes what Jack London does, having a shipping container for all the bulky items that are dumped and then Public Works comes and picks up all the items. Shari asked Ramon if he had researched where we could possibly put a shipping container in the district. Joseph asked how they access the container. Shari responded that they open it from the front. Ramon said he's been looking for a place to put it. Shari asked if Keun Bae would allow us to put it at 34th. Joseph asked if it's like couches and large items. Ramon stated if we could find a place to store the large eye soars, like tables, couches, he would be willing to use the Taylor Dunn and move it to the area we find to avoid the homeless from making huts out of them and setting fires. Joseph asked how we obtain a</p>	<p>Task: Follow up with Ramon on location for a shipping container.</p> <p>Task: Research cost to purchase a shipping container.</p>

	<p>shipping container. Shari mentioned that she believes the other district bought theirs. Joseph stated that it would cost approx \$10k. Shari said she will research the cost. Shari also stated that Public Works doesn't charge to pick up these items. Shari googled shipping containers and \$3,485 came up. She stated she would find out and get back to everyone. Joseph asked what businesses have closed. Shari stated that CommonWealth, Classic Cars West, Roscoes Ceramic Gallery and Walgreens, Joseph asked if she knew why Walgreens was closing. Shari responded that she believes it's because of the homeless encampments and the multiple thefts. Alan asked what happened with CommonWealth. Shari responded that the lease was coming up and the landlord wouldn't respond to him so he decided to move on. Joseph suggested that we should contact the landlord. Shari said it seems the owner is no longer interested in having the business. Joseph asked Ramon if he knew how many auto break-ins have taken place. Ramon responded that he hasn't seen any recently so he believes it has gone down a lot. Shari asked if Ramon had heard about any other issues. Ramon responded that he mostly hears complaints about the parking due to the construction. Shari mentioned that she has talked to Jay from Kaiser about opening the parking structure on 27th and it is being considered. Joseph asked if the new Starbucks is open. Ramon responded that it has been open and very busy because the location on Grand was closed so everyone comes to the one in KONO and the comedy club is also opening soon. Alan asked about the opening of Jabena Cafe and Ramon responded that he believes a car went through the front door and knocked down a tree but is up and running. Joseph asked about the arch project and Shari said she would be following up on that. Shari asked Ramon to let her know which tree was knocked down so it can be replaced.</p>	<p>Task: Follow up on KONO Gateway Arch.</p> <p>Task: Follow up on replacing tree that was knocked down at 28th or 29th</p>
<p><b>12)</b> <b>Discussion:</b> <b>Check in on Committees</b> <b>(OakFF meets weekly)</b></p>	<p><b>Shari</b> asked if Mike could report on the First Friday committee. Mike stated that he doesn't know enough to report on First Friday. Shari asked if they were planning any fundraisers. Mike stated he doesn't know. Shari mentioned that Greg is planning to have another talent show in December. Joseph stated he was very pleased with the Korean Culture Fest and thanked everyone for their hard work. Mike stated he wanted to thank Streetplus for cleaning up a trash dump in front of his apartment.</p>	
<p><b>13) Meeting Adjourned</b></p>	<p><b>Meeting adjourned 7:10pm</b></p> <p><b>Next meeting Tuesday November 1, 2022 at 6:00 pm</b></p>	