Executive Committee Meeting Minutes  
Date: June 11, 2019 from 6:00 pm to 7:00 pm  
Location: KONO office, 2301 Telegraph Avenue, Oakland, CA 94612

Present: Joseph Jung, Mike Thaler (By Phone)  
Absent: Sonja Brooks  
Staff: Shari Godinez, Greg Harris, Lathan Hodge  
Guests: none

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<thead>
<tr>
<th>Subject</th>
<th>Discussion</th>
<th>Action</th>
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<td>1. Welcome and Establish Quorum</td>
<td>Quorum was established</td>
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| 2. Staff Reports:  
a) Oakland First Fridays  
Greg Harris | **Greg:** The OakFF event was a successful one. We were able to close down and clear Telegraph Ave. by 10:30 pm. Greg wants to build a “Kid’s Zone” by the July event, which would be located on 23rd St. He wants to talk to the Oakland Zoo to partner and create a petting zoo as one of his goals for the event. Greg is concerned that when the “protected bike lanes” get painted and the concrete and bollards are put in place, it is going to change and take away space from vendors.  

**b. Executive Director Updates: Shari Godinez**  
Shari: Reconciled the financial reports through April 2019. We had a workers comp audit that was completed. Shari set up new emails for staff, completed the 2019 Budget draft for KONO and OakFF, completed the office move from 2301 Telegraph. We hired NBS to complete the 2019-2020 assessments. We applied for the cultural arts grant for 20k that if awarded, will go towards the OakFF event. Shari discussed with the accountant about KONO getting reimbursement for the payroll taxes for OakFF because we only have one EIN #, so KONO has to pay for it. Shari suggested a monthly or quarterly reimbursement. The total amount per year is approximately $6,000 in payroll taxes for OakFF staff. KONO obtained the meter for the fire hydrants so that the tree wells are able to be watered.  
There was an increase in hypodermic needles being found on 26th street. The new building that is almost complete on 26th is concerned with this uptick in hypodermic needles there regarding their new tenants, who will be moving in soon. Shari alerted OPD and the problem solving officer along with Safety1st and it’s hoped that this problem will get solved in a timely manner. | |
c. Security & Maintenance: Lathan Hodge

Lathan: Safety1st has not seen the increase in hypodermic needles on 26th because they have not cleaned as much in that area because of the construction that is taking place. Lathan stated that there have been weeks that Safety1st has not attended that area because the street has been blocked off for construction. Lathan stated that Safety1st has however seen a lot more needles on Telegraph Ave.

Lathan stated that Safety1st is watering the tree wells once a week. Lathan stated that there will be a big bulky waste drop off at the end of the month on June 29, 2019. They are letting residents know to bring their bulky waste on that day to 7101 Edgewater Drive in Oakland between 9am-1pm. The Adopt-a-Spot program is urging residents only, not businesses to utilize this service, but bring your ID to prove you are an Oakland resident, because they will ask for it before allowing drop offs. Ambassadors have been asked by property owners about all the additional illegal dumping that needs to be cleaned up along with graffiti clean up. Lathan also stated that he wants Safety1st to do a big sweep on a Saturday sometime.

3. Action Item: Approve Minutes for May 7, 2019
Mike motioned to approve the minutes for May 7, 2019
Joseph seconded
Minutes approved

4. Approve Financial Reports KONO & OakFF April 2019
Mike motioned to approve financial reports through April 2019
Joseph seconded the motion
Financials approved

5. Discussion: Increase KONO assessments by 5% for 2019-2020 fiscal year
Shari sent a “justification” letter to the city stating that the 5% increase would add $28,311.06 The letter went on to state that the money would go toward the cost of living, security and maintenance etc. also we have not asked for an increase in the last 2 (two) years. The deadline is July 24, 2019. Joseph stated he wants to put it to a vote for the full Board with the recommendation to go forward from the Executive Committee.
6. Discussion:
Review Draft of KONO 2019 Budget
Shari stated that the real number for if the 5% increase in assessments increase if approved, will only be for half of 2019, which would put the actual increase for the 2019 budget at $14,305.53. Shari will reduce the expenditures in the three categories to reflect this reduction. Shari suggested to change admin Workers comp from $3,000 to $1,500. Change Marketing, holiday decorations on street poles from $20,000 to $17,900. Security & Maintenance; one time projects, reduced from $75,000 (by $8,400) to $66,000.

Task: Shari to get estimates for installing an arch in the district like Laurel & Fruitvale.

7. Discussion: Review Bike Lane letter to DOT
Mike Thaler suggested narrowing the bike lane so that cars are unable to park there illegally. There will be loss of parking when the “new” bike lane upgrades get put in place. There is also an ask to have the “protected” bike lane return to a “buffered” lane. Also, the bollards will interfere and impact the OakFF event and vendor parking along with the proposed raised concrete areas. **Joseph wants the bollards to NOT go in place and instead paint the areas.**

Task: Shari will make suggested changes to the letter and send it to the DOT.

8. Action: Set June 18, 2019 Board Agenda
Agenda Items include:
1. KONO Budget
2. Increase assessments by 5%
3. Banners and arch

Action: Agenda set for June 18, 2019

9. Open Discussion/Announcements
Joseph announced that on May 21, 2019 he received a recognition award from the City Council as an Honoree for the Asian Pacific Island Month for furthering cultural diversity. Someone from each council district receives an award. It can be viewed on the city council website.

Lathan announced that Oakland Cocktail week wants to work with KONO and bring back OCW in the fall.

Joseph announced that his son just graduated from high school and is seeking an internship for the month of August in the field of business.

Task: Add this announcement to the KONO Newsletter

*Next Executive Committee Meeting Tuesday, July 2, 2019 at 6:00pm

Minutes by: Shellae Ruffin & Edited by Shari Godinez