

**Dimond Improvement Association
Board of Directors meeting minutes, 11/8/18**

Board members present at start of meeting: Fran Donohue, Tomasz Finc, Chris Harper, Julie Johnson, Marion Mills, Robert Raburn, JoAnn Tracht-Rawson, Victoria Wake. **Absent:** Ahmad Anderson, Zandile Christian, Ryan Romaneski, Daniel Swafford. **Guests:** Mona Barra-Gibson.

Abbreviations used in minutes: DB&PA (Dimond Business & Professional Association); DPW (Oakland Public Works Department); OPD (Oakland Police Department).

Chris convened the meeting at 7:02 p.m.

1. Agenda approval.

ACTION: Approve agenda as presented. (Motion: Chris; Second: Marion; in favor, unanimous)

2. October minutes approval.

ACTION: Approve minutes from the October 11 board meeting. (Motion: Fran; Second: Marion; in favor, unanimous)

3. Council District 4 report. Mona reported on:

- *CVS stakeholder meeting.* It is set for Nov. 14 at 11:00 a.m. JoAnn and Daniel will attend from the board; Stan Dodson will attend from the merchants, and Mona will reach out to Diana Tam as well; Victoria will contact and invite David Coleman. Mona reported that Aliza Gallo has left the city but the new Economic Development Manager will attend. She will also invite the OPD community resource officer or regional lieutenant, and encourage CVS Regional Manager Darrell Larson to include the store manager.
- *Trash pick-up in the commercial area.* Mona spoke to Julia Heath in DPW's Recycling Services Division. According to Julia, the trash is picked up every weekday morning and sometimes on Sunday. Mona suggested we develop a connection with Julia to help troubleshoot service issues; she will pass her contact information to Zandile and David Coleman.
- *Panhandling issues & actions.* No new developments.

4. Chair's report. In the interests of more efficient board communication, Chris asked that we make sure email subject lines match the content of our emails. He also encouraged everyone to respond right away to simple email requests that take only a minute or two to handle.

5. Work in Progress (WIP) reports.

Beautification. The committee met Oct. 29. Marion and Tom Rose are distributing flyers to merchants adjacent to the 21 tree wells to be mulched with red lava rock, and the project will be discussed at the December DB&PA meeting. Victoria is attempting to arrange a work party with students from Bret Harte School to replant elsewhere the fortnight lilies thinned from Champion Transit Plaza. Alex Park is putting together a web page highlighting the many beautiful planted areas in the Dimond maintained by volunteers.

Communications. The committee met Oct. 22. JoAnn reported that Tomasz and she are looking into moving the website to another hosting service. A good prospect for a new web developer fell through

so that search will continue. JoAnn and Victoria are working with Fran on ordering a new set of A-frames.

Dimond Public Art. The committee will meet Nov. 11. Julie reported that Camille Desai is interested in installing a living wall on the side of her building (the old Dimond Printers). Chris asked that Julie or Ryan send out an email to the board with an update after the committee meeting.

Finance. Fran handed out the latest budget vs. actuals report. She encouraged committee chairs to fill in the budget status field in the DIA FY19 Goals document in the team drive, reiterating the request Chris had made in an earlier email.

Public Safety. Chris will ask Daniel to send an email update to the board about plans for the next security camera installation.

6. District 4 priorities. Victoria shared the draft letter. Robert suggested that the park-related priority include a request to seek capital funding for ADA access improvements, explaining that going for capital funding can be more achievable than operating funding. Victoria will talk with Friends of Dimond Park about this. She will post the draft to the team drive and send out a link so board members can make comments. Ideally, the draft will be finalized via email before the next board meeting.

7. Champion Transit Plaza repairs. Robert described the situation with the plaza kiosk and the need to make repairs as part of our obligation to the city to maintain the plaza infrastructure. Due to difficulties with the lock, the case was left open, which led to the exterior plexiglass being stolen and the interior plexiglass damaged.

ACTION: Approve up to \$500 from the Executive/Operations budget to replace plexiglass and possibly repair the lock on the Champion Transit Plaza kiosk. (Motion: Robert; Second: Victoria; in favor, unanimous)

8. Dimond Lights. In Ryan's absence, Julie reported on plans for the holiday event, which will be held at the Dimond Park Recreation Center, Saturday, Dec. 8, from 9 a.m. to 4 p.m. A pancake breakfast will run from 9 a.m. to 11 a.m. The call for artisan vendors has gone out. Ryan will be asked to send out an email to the board with the details and a request for help the day of and the evening before for set-up (if needed).

9. February 2019 general meeting. From the discussion, a working plan emerged to have three elements: introduction and Q&A with new District 4 councilperson; progress update on the development of the Dimond Public Art master plan; and news on business development in the commercial area. An ad hoc committee of Victoria and Fran was formed, with a third board member to be determined.

Fran also presented the possibility of a general meeting about accessory dwelling units (ADUs), a subject her real estate colleagues are interested in educating the public about. She will get back to the board with more information.

Adjournment. Chris adjourned the meeting at 8:57 p.m.

Next board meeting: December 13, 2018

*Minutes submitted by Victoria Wake
Approved 12/13/18*