

Miracle Mile Community Improvement District

General Meeting of the Board of Directors Wednesday, March 13, 2024, at 4:00 pm SUSD Annex - SUSD Annex 1661 Pacific Avenue

AGENDA

- 1. Call to Order Open Session Jean Callahan, Vice-President
- 2. Public Comment (3-Minutes Max Per Person) Please keep comments directed to the item being discussed.
- 3. Guests:
 - a. Kurt McFadden, McFadden Construction (Bump Out Project @ Pacific Avenue & Adams Street)
 - b. Michael Huber,
- 4. Approval of the February 12, 2024, Meeting Minutes Juanita Pasley, Action Item p. 3 5 Secretary
- 5. Approval of the February 2024, Financials John V. Precissi, Treasurer Action Item p. 6 12
- 6. Nomination/Election of Board President
- 7. District Reports
 - a. Ad-Hoc Committee Jean Callahan/Rex Dhatt
 - b. City of Stockton *Carrie Wright*
 - c. Bylaws Yonie Young
 - d. Civil Sidewalk Rex Dhatt
 - e. Economic Development Jeff Gamboni
 - f. Events & Promotions John Precissi

8. Executive Director Report – *Kim Byrd*a. Ambassador Program – Calls for Service (February)

p. 13 - 16

- 9. Director Requests / Announcements
- 10. Next Meeting: April 10th, 2024, at 4:00 pm @ SUSD Annex
- 11. Adjournment

Action Item

Action Item

Brown Act: All MMCID Board meetings are held pursuant to the Brown Act as codified in Government Code Section 54957.5.

Public Comments: The law provides the opportunity for the public to be heard on any item within the subject matter jurisdiction of the Board, before or during the discussion of that item by the Board. For all items, including items not on the agenda, the public comment time is at the start of each meeting and is limited to three minutes per person unless additional time is granted by the meeting chairperson. State law does not allow action to be taken on an issue not listed on the agenda.

Accessibility: If you require special assistance to participate in the meeting, notify Kim Byrd at 209-481-1843 or via email at info@stocktonmiraclemile.com at least 48-hours prior to the meeting.

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MIRACLE MILE COMMUNITY IMPROVEMENT DISTRICT GENERAL MEETING BOARD OF DIRECTORS

MINUTES OF THE MEETING

Monday, February 12, 2024 In-Person Meeting – LDA Partners – 222 Central Court on the Miracle Mile

PRESENT: Kim Byrd, Juanita Pasley, Jeff Gamboni, Jean Callahan, John Precissi, Tammy Nguyen, Jovie Lor, Jason Laurenti, Lisa Whirlow (arrived 4:17pm), Rex Dhatt (arrived 4:38pm)
ABSENT: Yonie Young, Brian Wright, Carrie Wright, Manuel Guizar
GUESTS: N/A

- 1. Meeting Called to Order at 4:02pm by Jean Callahan, Board Vice President
- 2. **Public Comments:** Jason Laurenti asked if there is a possibility that the DSA Ambassadors are able to drive around with their lights on to make the public aware that they are on patrol. Kim will address with DSA to see if this is possible.
- 3. Guest: Downtown Stockton Alliance, Community Ambassador Program Michael Huber

N/A - Mike did not attend.

- Approval of the January 2024, Meeting Minutes Juanita Pasley MOTION to approve Minutes of January 9, 2024: Motion: Jeff Gamboni Second: Jason Laurenti Vote: 6/6 Abstentions: 1 Motion Approved
- 5. Approval of the January 2024, Financials Kim Byrd, John Precissi
 - a. Financial Reports John Precissi had a question about the checks that were still pending for Hammerhead Security. Kim explained that they are billed in arrears and that there is a short overlap as we transition to DSA. Effective February 11, DSA will billing (Ambassador & Maintenance) should be on one invoice. DSA will have a separate line for "Calls for Service" and will be watched closely while the program is rolled out. John also questioned the restitution payment that we are billed for each month. Kim explained the process of how that works.
 - b. Assessment Payment \$102,412.00 from property assessments from San Joaquin County have been received. This being the first installment The second installment should be received in May and any adjustment payment will be received in August. COS will be billed in March and SUSD will be invoiced April 1, 2024.
 - c. 2023 Tax Filings Kim just received the tax filing today, will be sent out to the executive committee soon.

Reserve Account Budgeted Transfer – Per the MMCID Management Plan and Budgets, 3% of the assessment dollars are to be set aside in the MMCID Reserve Account. Transfers will be requested in the amount of \$7,550 for FY 2023 and \$7,852 for FY 2024

MOTION to approve 2023 Financial Statements: Motion: Jeff Gamboni Second: Jean Callahan Vote: 7/7 Abstentions: 0 Motion Approved

- Election of Board President Jean Callahan
 No one has expressed interest at this time. This will continue to be an action item until the seat is filled.
- 7. Board Binder Updates & Orientation Kim explained the board binders to the current and new members. All of the table of contents were addressed. Rex's email had to be updated as it was incorrect in the packet, the correct email address is rexsdhatt@gmail.com. In the packet is a calendar of events for reference. The committee schedule was reviewed, all committees meet monthly except Civil Sidewalk, which is bi-monthly. SPD Business Watch meeting has been transitioned to a new coordinator (Priscilla) and SPD uses their own hosting service (WebEx). Notes are also included from previous planning sessions. District bylaws Jean asked about the absentee policy. Kim stated that Directors with three (3) excused absence, after the 4th absence, will be removed from the board, and not require a vote of the Directors. Tammy asked about late or leaving early from meetings, Kim stated that there are currently no rules that state a removal for leaving late/early from meetings. Kim spoke about the annual Public Meeting/Town Hall stating that the Board may want to look into hosting elections earlier so that the public can be a part of the nominations process. Bylaws committee will review this and report back. Bylaws committee will also review all of the current bylaws and the possibility of adopting new/adding on items. City contract is also in the binder for anyone to read.

Kim provided an orientation presentation for the board.

- a. Understanding Responsibilities Kim went over the basic outline of the responsibilities of the board members including mission and purpose, effective planning, monitoring of the programs and services, finding financial resources, protecting the assets, maintaining financial transparency, the building of a competent board, avoiding conflicts of interest, attendance of meetings, and special events that are hosted by the district.
- b. Bylaws Being knowledgeable and able to reference the bylaws when needed. The question came up about the absenteeism of the board. Kim encouraged current board members to work on recruitment so that, in the case that we lose a member, we have a pool of candidates to fill any vacancies.
- c. The Brown Act As a recipient of public funds, the MMCID must conduct its business in a public setting, and available to the public to attend. There are very specific rules outlined as to how items the board shall conduct itself. Posting of meetings, only discussing those items on the agenda. To add any topic to an agenda, two board members may request any time prior to posting of agenda.

Board members should not be discussing board business items that require decision making when not in an official meeting.

- d. Robert's Rules When calling for motions, the person making the motion must be clearly made by the person that is making the motion. Feel free to ask for a motion to be clarified.
- e. Ethics Nothing for personal gain, no accepting of gifts, full transparency, and fair process of law.
- f. Everything Else Fiduciary responsibility-duty of loyalty, the organization comes first, Duty of care, Confidentiality Agreements, Culture of Inquiry.

8. District Reports

- a. Ad-Hoc Committee Jean Callahan/Rex Dhatt Public meeting was held where there was a presentation of ideas. Decisions as to the future of Caldwell Park and how/if the funds will be utilized to fix it up. The Adhoc committee's general consensus is that the city should be responsible to fix up the park, not utilize the funds. Jean stated that the recommendation will be not to hand over the "ask" to the city, but rather send it as a list of wants with definitive, detailed deadlines. For the next meeting, they would like more input from business/property owners. Jeff with safety/lighting is having a meeting February 13, 2024 @ 11:30am and invited everyone to attend. There will be a discussion about putting bike lanes on Pacific Avenue. Also, will discuss parking and ideas how to encourage parking lot utilization.
- b. City of Stockton Carrie Wright:

In Carrie's absence, Kim stated that she talked with Chad with Public Works and is trying to set up a meeting with him for Public Work updates. Discussion if Carrie is able to continue to serve. A conflict existed when meeting being held on Tuesday, as City Council Meetings are on Tuesdays. With meeting move to Wednesday should alleviate that problem Should she be unable to continue to serve, the board wants to see the City represented by someone from the City.

- c. Bylaws Yonie Young: Kim working with Yonie for the date and time of the next meeting.
- d. Civil Sidewalk Rex Dhatt: Roll out of the new Ambassador program. Discussion of printing new magnets with the contact information for DSA on them. Also, signage for loitering must be posted at every business so that DSA is able to remove individuals when necessary. It has been stated that, per SPD, if an individual has been a patron at the business, they can no longer be considered loitering.
- Economic Development Jeff Gamboni : The committee will talk about how to help people access the information for grants and actually going out to meet with business owners. Meeting the candidates that are currently running for office. Next meeting with be 2/27 @ 3:30pm.
- f. Events & Promotions John Precissi:
 Discussion of upcoming events, potential farmer markets and other events that we could host to bring in revenue.
- 9. Executive Director Report Kim Byrd:

The banner pole on the side of Pacific Avenue (at Pine Street) has been removed due to it cracking when there was windy weather. The inside of the poles was found to be rusted and no good with possibly the wrong material being used. Kim wants to go back to the city and question the inspection and why it was passed when there were previous issues. SPD did provide a CSO for free for traffic

control during the removal. Kim is going to ask Wes if Visit Stockton would be able to split the cost of the removal issue.

- 10. Director Requests / Announcements -
- 11. Next Meeting: March 13, 2024, at 4:00pm at SUSD Annex

Adjournment – Motion to adjourn made by Jason Laurenti @ 5:54pm

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Financial Report

Miracle Mile Community Improvement District For the period ended February 29, 2024



Prepared by Finance Committee

Prepared on March 10, 2024

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Statement of Financial Position

As of February 29, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
F&M Checking x0801	191,413.13
Total Bank Accounts	191,413.13
Total Current Assets	191,413.13
TOTAL ASSETS	\$191,413.13
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	158,666.31
Net Revenue	32,746.82
Total Equity	191,413.13
TOTAL LIABILITIES AND EQUITY	\$191,413.13

Miracle Mile Community Improvement District

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Statement of Activity by Month

February 2024

	Total
REVENUE	
ASSESSMENT INCOME	
SJC Assessments	489.00
Total ASSESSMENT INCOME	489.00
NON-ASSESSED INCOME	
Net Restitution	-160.00
Total NON-ASSESSED INCOME	-160.00
Total Revenue	329.00
EXPENDITURES	
CIVIL SIDEWALK	
Enhanced Maintenance	5,485.04
Waste Management Service	432.30
Total Enhanced Maintenance	5,917.34
Enhanced Safety	7,409.88
Total CIVIL SIDEWALK	13,327.22
District Identity	
Social Media Advertising	50.00
Social Media Contractor	1,500.00
Total District Identity	1,550.00
DISTRICT MANAGEMENT & ADMINISTRATION	
Contract Management Services	6,240.80
Office/General Administrative	
Google Workspace	36.00
Meeting Expense	300.90
Phone & Internet Service	29.13
QuickBooks	90.00
Total Office/General Administrative	456.03
Professional Fees	
Accounting / CPA	850.00
Bookkeeping	500.00
Legal	330.00
Total Professional Fees	1,680.00
Total DISTRICT MANAGEMENT & ADMINISTRATION	8,376.83
Total Expenditures	23,254.05
NET OPERATING REVENUE	-22,925.05
NET REVENUE	\$ -22,925.05

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Statement of Activity Y-T-D

January - February, 2024

	Jan 2024	Feb 2024	Total
REVENUE			
ASSESSMENT INCOME			0.00
SJC Assessments	102,412.40	489.00	102,901.40
Total ASSESSMENT INCOME	102,412.40	489.00	102,901.40
NON-ASSESSED INCOME			0.00
Net Restitution	160.00	-160.00	0.00
Total NON-ASSESSED INCOME	160.00	-160.00	0.00
Total Revenue	102,572.40	329.00	102,901.40
EXPENDITURES			
CIVIL SIDEWALK			0.00
Enhanced Maintenance	5,435.04	5,485.04	10,920.08
Waste Management Service	432.30	432.30	864.60
Total Enhanced Maintenance	5,867.34	5,917.34	11,784.68
Enhanced Safety	8,592.25	7,409.88	16,002.13
Enhanced Services			0.00
Security Camera Hardware	25,365.78		25,365.78
Total Enhanced Services	25,365.78		25,365.78
Total CIVIL SIDEWALK	39,825.37	13,327.22	53,152.59
District Identity			0.00
Banner Program	200.00		200.00
Social Media Advertising		50.00	50.00
Social Media Contractor	1,500.00	1,500.00	3,000.00
Website Hosting & Services	311.64		311.64
Total District Identity	2,011.64	1,550.00	3,561.64
DISTRICT MANAGEMENT & ADMINISTRATION			0.00
Contract Management Services	3,657.87	6,240.80	9,898.67
Office/General Administrative			0.00
Google Workspace		36.00	36.00
Meeting Expense		300.90	300.90
Office Supplies	33.98		33.98
Phone & Internet Service	29.13	29.13	58.26
Postage & PO Box	68.30		68.30
QuickBooks	65.31	90.00	155.31
Total Office/General Administrative	196.72	456.03	652.75
Professional Fees	625.00		625.00
Accounting / CPA		850.00	850.00
Bookkeeping	500.00	500.00	1,000.00
Legal		330.00	330.00

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	Jan 2024	Feb 2024	Total
Total Professional Fees	1,125.00	1,680.00	2,805.00
Total DISTRICT MANAGEMENT & ADMINISTRATION	4,979.59	8,376.83	13,356.42
RESERVE & SPECIAL FUNDING			0.00
Other Special Projects			0.00
AB 179 Improvement Project	83.93		83.93
Total Other Special Projects	83.93		83.93
Total RESERVE & SPECIAL FUNDING	83.93		83.93
Total Expenditures	46,900.53	23,254.05	70,154.58
NET OPERATING REVENUE	55,671.87	-22,925.05	32,746.82
NET REVENUE	\$55,671.87	\$ -22,925.05	\$32,746.82

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Notes

CIVIL SIDEWALK (Clean & Safe)

Enhanced Maintenance Services provided by Downtown Stockton Alliance (DSA)

Enhanced Security Services provided by Hammer Head Security

Waste Management Service provided by Republic Services

DISTRICT IDENTITY (Marketing & Events)

Social Media Services provided by Katie Siegfried, 19 Colors Marketing

Event Coordinator Services provided by Goodstock

DISTRICT MANAGEMENT & ADMINISTRATION

District Management Services provided by Kim Byrd

Bookkeeping Services provided by Kim Potts

Insurance Provider is F.J. Dietrich & Co. Insurance Services

Miracle Mile Community Improvement District

Executive Director Report February 2023

Community	Community Ambassador Program (CAP)
Ambassador Program	DSA Ambassadors began merchant/property owner outreach, going door-to-door, starting February 1 st with 91 business touch points as of February 6 th . Transition from Hammer Head to DSA occurred on Sunday, February 11 th .
	 Reminder to add Ambassador Contact Information. NOTE the phone number based on time of day. a. 209-371-9787 (10pm – 5:30am)
	b. 209-451-7775 (5:30am – 10pm)
	DSA utilizes Fulcrum, an online reporting system, to record all interactions. Any board member interested in access to Fulcrum, let Kim know.
	Follow up item: Jason Laurenti asked if there is a possibility that the DSA Ambassadors are able to drive around with their lights on to make the public aware that they are on patrol. Response from DSA: "The cars have overhead lights, but they aren't supposed to be on unless they are encountering a hazard or are parked in an area that needs them to be visible. These are DMV rules. " Lincoln Center is on private property, and not subject to this rule.
Security Camera Monitoring	Installation of camera for Phase One has been initiated, with the arrival of the camera hardware. Some minor adjustments being made based on recommendations from contractor. Working with each property owner as, the occasion arises, for proper approval.
Year End & New Year Activities	Check out the 2023 Annual Report: <u>https://stocktonmiraclemile.com/wp-</u> content/uploads/2019/02/Miracle-Mile-Annual-Report-2023_spreads.pdf
AB 179	Stockton's Miracle Mile Public Safety Improvement & Revitalization ProjectHeld its Public Meeting, Wednesday, February 7, 2024, at San Joaquin Council of Government.Next and final Public Meeting expected to be scheduled in May.Always, for the latest information available, visit the California DOT Website as provided below.
	https://dot.ca.gov/caltrans-near-me/district-10/district-10-current-projects/stockton-miracle- mile
PUBLIC WORKS PROJECTS:	Miracle Mile Rectangular Rapid Flashing Beacon and Curb Bulb-Outs, Project No. WT22052 – City Council approved \$300,000 on November 16, 2021 for improvements to benefit the corridor. This project has begun design and is scheduled for completion by the end of the calendar year. Construction is anticipated to begin late spring 2023, pending availability of long-lead materials arriving.
	• Update : Miracle Mile RRFB and bulb-outs project on Pacific/Adams was advertised with Bid opening on June 1, 2023. Work also includes upgrading streetlight head fixtures to brighten the corridor at night from Castle to Harding.

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	 improvement projects within additional outreach with the Update: None at thi Update: None at thi Miracle Mile Parking Lots Re June 23, 2020, with approva includes resurfacing Lots A (<i>Chin Photography</i>). This pro 2022. Construction is anticip Update: RFQ in prov 2024. Based on prev lot resurfacing, and the second s	n the Miracle Mile Improvement MMID Board. s time esurfacing, Project No. WC210 al of the 2020-2025 Five Year C behind Valley Brewing) and C (<i>l</i> ject is scheduled to advertise for bated to begin early spring of 2 cess with bids due by March 28 vious conversations with contra- vendors prefer Fall when weath valuation – Traffic Engineering raffic flow data from the corrid egizing use of alternative stop of	 Contract award expected in May actors, Summer is not ideal for parking her is cooler.
	along the Miracle Mile: Cent observations run approxima continue until enough data H • Update: None at thi Future Opportunity - Hardir Requirements for funding: E report to include invoices of Included in the agreement: S responsible to replace and n • Update: In the past	ral Ct/Castle St, Dorris Pl/Cleve tely from 11:00 p.m. to 5:00 a.m as been collected. s time ng Way Project \$94,380.98 xecute an agreement with the costs that are capital in nature State one-time funding source, naintain items purchased. , the bid project value is too low equirements. Very limited resp	m. daily. The duration of this study will city approved by Council with a staff
Non-Profit Opportunities:		ware, and services from major.	providing access to donations and Evaluating programs that can either
	QuickBooks (transition)	Adobe (new)	DocuSign (new)
	Microsoft	Shutterstock (new)	Zoom (transition)
		5150 Million Spend Down, supp bend down and close its doors i wn-press-release/	
	Application Deadline 8-17-23		rliest Proposed Project 7-1-2024

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	https://www.arts.gov/grants/our-town, https://www.arts.gov/grants/our-town/applicat	on-calendar
	Historic Preservation is a massive database of loc	al (city and county-wide), Statewide and
	Nationally-available programs is the most comple 8,000 funding programs (grants, loans, tax incent and Certified Local Government funds) and educa fellowships / internships, apprenticeships, and re database. <u>https://historicfunding.com</u>	te resource of its kind online. There are over ives, preservation easements, rebates, awards ational/job training programs (scholarships,
LEGAL:	Trip/Fall Insurance Litigation	
	Karin Bruce, our insurance attorney has indicated and case is finally settled.	that all parties agreed to the terms of mediation
BANNER POLE	Exploring options for repair of Street Banner pole	s.
UPDATES	Visit Stockton Insurance Replacement?	
	What is needed to replace with new pole Diada Construction Liability Insurance?	s. New engineering?
	Diede Construction Liability Insurance?City of Stockton Permit Office requireme	nts?
		13:
ECONOMIC	VACANCIES	CONSTRUCTION
DEVELOPMENT:	Hookah Bar	Empire Theatre Block (ASRD)
	Merillo Jewlers	2001-2005 Pacific Ave (K. Hernandez)*
	Cobra Chai / Hubba Hubba	2562 Pacific Avenue (T. Lor)*
	Run Republic – Re Opening a Shop for Kids Spring of 2024	1800 Pacific Avenue/ 145-151 Alder Steet (K. Dougherty)*
	NEW – Marathon Staffing	
	NEW – Mile Nutrition (and already leased to Comal Coffee!)	*Façade Improvement Forgivable Loan:
	New Owner @ Fiesta Hair Alexis Agbulos will be v Avenue	vorking to re-open Fiesta Hair at 2320 Pacific
	Wofford Realty Group - <u>https://stocktonmiracler</u> Grandline BarberShop - <u>https://stocktonmiracler</u> Bliss Wellness & Beauty - <u>https://stocktonmiracler</u> Re-Opening Vida Beauty & Wellness - <u>https://stocktonmiracler</u> <u>wellness/</u>	nile.com/directory/grandline-barbershop/ mile.com/directory/bliss-wellness-beauty/
	Properties FOR SALE: 1700 Block Pacific Avenue (Escabar) – Escrow Clo 1926 Pacific Avenue (Whirlow)	sed

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	120 W Harding Way (Padilla) – In Escrow				
	Properties FOR LEASE:				
	2402 Pacific Avenue (Moore)				
	2904-2918 Pacific Avenue (Dougher	+)			
	2904-2918 Pacific Avenue (Dougher	ly)			
Business Watch	STAT	'ISTIC		OMPARISO	DN
	CRIME TYPE			CRIME TYPE	
	HOMICIDE	0		HOMICIDE	0
	SEXUAL ASSAULT	0		SEXUAL ASSAULT	0
	ROBBERY	2		ROBBERY	2
	AGGRAVATED			AGGRAVATED	
	ASSAULT	0		ASSAULT	1
	BURGLARY	1		BURGLARY	1
	MOTOR VEHICLE		Ser and	MOTOR VEHICLE	
	THEFT	1		THEFT	0
	BURGLARY - AUTO	0		BURGLARY - AUTO	3
	THEFT	1		THEFT	3
	ARSON	0		ARSON	1
	VANDALISM	1		VANDALISM	2
	TOTAL	6	12-16-54	TOTAL	13
	12/11 - 01/	/08		01/09 - 02/	'12
	CALLS FOR SER			CALLS FOR SERV	VICE-228
			States	and the set and	

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