



Oakland Measure DD Trust for Clean Water and Safe Parks Community Coalition

MEETING MINUTES

Meeting Minutes

Monday, November 18th, 2024, 7:10 p.m.

A [video recording of this meeting is available here](#).

Additional [meeting files are available here](#).

Welcome by Adrian Cotter (facilitator)

1. Attendees

Naomi Schiff	Oakland Heritage Alliance, Measure DD (MDD) Coalition, & Coalition of Advocates for Lake Merritt (CALM)
Adrian Cotter	Measure DD Community Coalition (MDDCC) Agenda Committee
Mandolin Kadera-Redmond	Oakland Parks & Recreation Foundation (OPRF)
Myra Redman	MDDCC Agenda Committee, Lake Merritt Institute (LMI), & Weed Warriors
Bob Redman	Lake Merritt Conservancy (LMC) & Essex Community Action Committee
Bill Threlfall	Waterfront Action
John Bowers	LMI & MDDCC Agenda Committee
Jennie Gerard	MDDCC, Weed Warriors, Lake Merritt Advocates, & LMC
Rick Rickard	Bike East Bay
James Vann	MDDCC & CALM
Kira Pascoe	OPRF
John Klein	CALM & Brooklyn Basin Resident
Dee Rosario	East Bay Regional Park District (EBRPD)
Mark Yolton	Estuary Park
Hazel Tesoro	OPRF

City of Oakland Attendees:

Stephen Acker	Finance Dept, Bond Manager for Measures KK & Measure U
Terri Fashing	Stormwater & Watershed Division, Oakland Public Works

2. No agenda changes / additions

3. September meeting minutes are still being reviewed by City of Oakland staff.

4. [MDD Updates](#).....Terri Fashing & Stephen Acker

- **New MDD Bond Management Transition OPW to Finance Department**
 - Measure DD Bond Manager responsibility still in Public Works Watershed Division.
 - Timing for the sale of the next tranche (Series D) is unknown, depends on the City's budget.
 - Discussed [MDDCC web pages that are currently housed within the City's website](#). Content regarding Estuary Park Task Force's work was removed. The City will need to review content before anything is posted to the site. Terri will consult with appropriate City staff regarding the MDDCC web pages, timing/frequency of MDDCC meetings, and other issues relevant to City management of the MDD bonds and engagement with the MDDCC and will

- report back.
 - MDDCC asked to be notified in advance regarding the website, as they may need to create their own which takes time.
 - Stephen shared link to [MDD City Council documents](#).
 - Terri will be out of the office for the scheduled January meeting, therefore the date/time of the next MDDCC meeting is TBD [update – meeting was held 1/28/25].
- **Fiscal report – Terri Fashing**
 - Plan for spending remaining tranche B and C funds was shared [update 3/14/25 – the table was checked for accuracy and was shared with the MDDCC at the [1/27/25 meeting](#)].
 - City staff not able to charge staff time to City Measure DD Series C at this time.
 - No change to conceptual spending plan for the fourth Measure DD tranche (to be sold in the future) since last MDDCC meeting.
 - Wishlist projects table will be updated to incorporate MDDCC feedback and after discussing with City Project and Grants Management Manager.
 - Group discussed the Sailboat House rental facilities project on the wishlist. The project is not an extension of a Council-approved MDD project and due to the cost three MDDCC members consider it lower priority (Jennie Gerard, Adrian Cotter, and James Vann). John Bowers requested more information before making any decisions.
- **Brief updates on current MDD projects – Terri Fashing**
 - Funding Category I - no active projects.
 - Funding Category II - active project: Estuary Park Renovation Project (EP). OPW will request Oakland City Council approval to move funding from MDD Category I to Category II for EP. **Funds will be reimbursed to Category I when the fourth and last tranche is sold.**
 - EP project manager will request Oakland City Council to adopt the Estuary Park Master Plan (EPMP), CEQA determination, and Major Conditional Use Permit for park improvements per the EPMP on 12/17/24 [update 3/14/25 – Council Approval occurred on 1/21/25]. Brooklyn Basin Developer proposed to build town homes on parcel N, application is being reviewed by the City. OPW is tracking project cost impacts to inform City management.
 - No updates on East Bay Regional Park District projects.
 - Category III Lake Merritt Channel at 10th street project to replant the mitigation wetland in process, fence contract awarded but delays, fence installation in 2025.
 - Category 5:
 - Courland Creek almost complete. Ribbon cutting planned: spring 2025
 - Glen Echo Creek Restoration Project will resume work in spring 2025 to complete designs to 30%. Grant funding will then be pursued to complete project (tranche D Measure DD funds may provide project funding as well).
 - Beaconsfield in early planning phase.
 - Sausal Creek Restoration Project in post-construction monitoring phase
 - Acquisitions still waiting for additional information.
- Decomposed Granite Path (DGP) – No update. The contract has not been executed yet. Measure Q funding secured to complete the project.
- Update on projects being removed from MDD.
- On 11/19/24 waterfront trails update to be presented to Public Works and Transportation Committee of the Oakland City Council.

5. **Estuary Park Task Force Updates**.....MDDCC Task Force Members

James Vann and John Klein gave a summary on work the EP Task Force has done since

forming earlier this year. Terri said she will ask for clarity on whether City staff should be present for MDDCC updates regarding Task Force work on EP. Jennie Gerard agreed and said in the past staff would leave meetings when they were done with the City report and discussion was on details of the Community Coalition's work. James Vann also agreed. There were no objections. City staff Terri and Stephen left the meeting after. Adrian Cotter suggested that going forward, the MDDCC should review action items relevant to City staff before they leave a meeting.

6. MDDCC Governance Document & Other Agenda Committee Updates... Agenda Committee ([Link to updated draft of Governance Document](#))

James Vann said document provides general description of the MDDCC. James recommends having it go on webpage. Myra explained this should be done by consensus. James moved to approve. Jennie seconded. Document approved. OPRF's Hazel Tesoro will request City approval to post to website.

7. Announcements

Jennie Gerard shared that the next [Lake Merritt Weed Warriors](#) workday would be on 12/7/24 and that more details were TBD.

8. Assigned tasks & agenda suggestions (Next meeting date/time TBD)

From 11/18/24 meeting

Terri Fashing or MDD Bond Manager

- Move date for next MDDCC meeting, or confirm Jan. 27, 2025
- Share project spreadsheet once double-checked
- Proposal for future meetings
- Feedback on website content from the city attorney and other guidelines for MDDCC
- Review & Approve September 2024 meeting minutes
- Update on decomposed granite path
- Regarding the sailboat house on the wishlist project list, how was it submitted in the CIP two years ago? Was there any mention of classrooms?
- Review MDDCC Governance document and let OPRF & Agenda Committee know where to post on City MDD website

From 9/16/24 meeting

MDD Bond Manager

- Fix an error in the amount listed for Sausal Creek in financial report then send to OPRF to post online
- Look into removing the Rotary Nature Center playground off the potential series D projects list and moving up the East 18th Street Pier Improvements (include breakdown of costs) and Shade Trees for LM Amphitheater then update the spreadsheet.
- Share all information gathered from this meeting on Coalition's feedback for series D with Christine Reed to figure out next steps for projects. Communicate with MDD Coalition to form work group when ready to discuss further.
- Fix an error on series D, category 2 spreadsheet then will send to OPRF to post online. There's approx. \$20 million expected for this category but need to deduct the ~ \$1.5 million borrowed from remaining series category 1.
- Terri and Dee Rosario to discuss possible \$400k funds held by EBRPD that could be used for Acquisitions

From 7/15/24 meeting: **MDD Bond Manager**

- Connect with OakDOT to understand how they are prioritizing the LM Channel to Estuary Connection and give an update in September.
- Fix error in slide for Category 5 spending.
- Correct \$1.4 to \$1.5 series D in financial and series D plan reports.
- Share fiscal report and presentation slides when ready.

Deferred Agenda Items:

- Look into options for free meeting space for hybrid meetings
- Coordinate walk for inland alternative route for 23rd Ave & 7th Street

<https://www.oaklandca.gov/topics/measure-dd-community-coalition>

MEASURE DD COMMUNITY COALITION GOVERNANCE

[Sanctioning of the Measure DD Community Coalition by the Oakland City Council is detailed in staff reports of 15 & 22 June 2003, as approved]

- 4/12/03 [Coalition Statement of Purpose](#)
- 6/10/03 [The Measure DD Implementation staff report approved by City Council on July 15, 2003, which on p.5-6 recognizes and supports the formation of a Measure DD community Coalition organization](#)
- 6/24/03 [Supplemental Implementation staff report re: the role of the Measure DD Community Coalition](#)

I. Origin

In 2002, groups of Oaklanders organized and successfully mounted a campaign for clean water, safe parks, improved waterways, open spaces, and pedestrian-vehicle access at the south end of Lake Merritt. A \$198 Million bond proposal -- the Measure DD Ballot Measure -- was submitted to the November 2002 ballot and received an enthusiastic 80%+ vote. In June 2003, following City Council adoption of Measure DD, together with the involvement of then Council members Danny Wan and Jane Brunner, the Oakland City Council authorized the Measure DD Community Coalition as an inclusive body of interested Oaklanders and organizations to oversee the implementation of Measure DD and the 56 projects detailed in the Bond Measure.

II. Mission

The Measure DD Community Coalition is an open and inclusive organization consisting of individuals and representatives of organizations who are interested in the Measure and commit to being involved in the implementation of Measure DD programs. Throughout its duration, the Coalition will remain open to participation by the general public of Oakland.

III. Goals and Objectives

Coalition participants maintain an overall view of Measure DD projects and the citywide benefits that can accrue from the program's completion. The goals and objectives of the Coalition are to:

1. Act as oversight body that brings the community voice to planning and review of Measure DD projects.
2. Serve as the community "sounding board" for Measure DD staff, consultants, and project proposals and presentations.
3. Interact with City policymakers, staff, and stakeholders to ensure that projects are planned and completed in a timely and efficient manner, with financial transparency and accountability.
4. Interact with and assist City staff and stakeholders distributing and disbursing relevant information to the public.
5. Orient members of the public to the Coalition's origin, purpose, functioning, activities, and history.
6. Monitor the financial accountability of authorized Measure DD funding and spending.
7. Assist City staff in securing grants and additional funding for Measure DD projects.
8. Safeguard the interest of Oakland voters who approved and are funding the Measure DD Bonds, Projects. and Program.

IV. City-Coalition Coordination

[Supplemental Implementation staff report re: the role of the Measure DD Community Coalition](#) 6/24/03

1. Representatives of the City will attend Coalition meetings to discuss the status of on-going projects and priorities for future projects.
2. Project staff will seek input from Coalition participants on various topics, including matters scheduled to go to the City Council or its Committees, or matters that may affect the Measure DD budget or schedule.
3. The Coalition may send two representatives to each quarterly meeting of the Executive Team, with authorization to comment, and to receive written recommendations discussed at the meetings.
4. The Coalition will continue to exercise an inclusive approach to encouraging participation and attendance at Coalition meetings by urging organizations, interested parties, and representatives of the City who are interested in participating in the implementation of Measure DD projects.
5. The Coalition will encourage greater participation by performing outreach activities to organizations identified by City Council members, City staff, and others that may currently not be represented within the Coalition.
6. The Coalition will respond to requests by the City to carry out activities that follow the [statement of purpose](#) (mission) adopted by Coalition participants.
7. The City will provide support to the Coalition for recording and distribution of Coalition meeting minutes, and coordination of meeting agendas and speakers for Coalition meetings. Administrative support will be provided under consultant agreement in support of, and in recognition of, the entirely volunteer Coalition. This support is referred to as the 'Coalition Coordinator' (duties are spelled out in Section VIII).
8. Targeted community outreach will occur for individual Measure DD-funded projects during the concept design and development stages of major projects, such as Children's Fairyland, Studio One, and East Oakland Sports Complex.

V. Meetings

The Coalition will meet on a monthly, or a bi-monthly basis -- according to demand -- at convenient, accessible locations that are preferably public and preferably without cost to the Coalition, or online by Zoom. Regular meetings of the Coalition will be publicized at least seven (7) days in advance on the website of the Coalition, and/or the Measure DD website of the City.

VI. Agenda Committee and Meeting Facilitation

Original Documents: [Agenda Committee Guidelines](#) 3/21/16

As an open, volunteer, community-based grouping, the Coalition fosters sharing the facilitation of meetings among Coalition participants. Toward this objective, the Coalition will annually

select two or three participants to function as an Agenda Committee.

1. The Agenda Committee will be formally selected each year at the Coalition's March meeting. The outgoing and incoming Agenda Committees will coordinate together to prepare the agenda for the May meeting, and the incoming Committee will assume its duties beginning with the May meeting. Volunteers or nominations for the Agenda Committee may be offered at the preceding January meeting.
2. The Agenda Committee, in interaction with the Coalition Coordinator and the Measure DD Program Manager, shall compile and prepare an agenda, which shall be available to the Coalition and the public on the website of the Coalition and/or the Measure DD website of the City at least three (3) days in advance of each scheduled Coalition meeting.
3. The Agenda Committee will determine a Facilitator for each Coalition meeting. Generally, this will be an Agenda Committee member.
4. The Agenda Committee, then serving, shall be the designated spokesperson(s) and public representative(s) of the Coalition.
5. The Agenda Committee will make recommendations to the Coalition for selection and authorization of Committees and Task Forces to carry out specific business to serve the collective interests or desires of the Coalition.

VII. Decision-Making

As an open volunteer group, "consensus" is the preferred method of decision-making.

1. Upon conclusion of discussion on a matter needing a decision, the Facilitator will ask if there is opposition to the expressed position on the matter. If no objection, the matter is announced as approved "by consensus," and becomes the collective position of the Coalition. "Abstentions" do not nullify a consensus.
2. If one or more "objections" are expressed, the Facilitator will ask the reason for the objection. After hearing one speaker in response to each expressed objection, the Facilitator will again ask if there is still opposition to the expressed position on the matter. If no objection, the matter as announced is approved "by consensus," and becomes the collective position of the Coalition.
3. If after hearing responses to the objection, and there is still opposition, the Facilitator will call for a vote. A 75% vote is required. If the required vote is received, the matter is approved "by super-majority" and becomes the collective position of the Coalition. Less than a 75% vote, the matter fails and is removed as a matter of interest of the Coalition.
4. Any one agenda committee member can ask for a deferral of the vote. For instance — in the case of "packing" where it is perceived that people have only shown up to the meeting in order to vote, an agenda committee member might ask for a deferral.
5. Votes should be held within the original stated hours of the meeting. If possible, the vote should be announced ahead of the meeting (either in the prior meeting, or in an email leading up to the meeting).

VIII. Duties of the Coalition Coordinator

The Coalition Coordinator will be a third party organization, whose roles and responsibilities are determined by contract with Oakland Public Works. These duties include:

- (1) record, distribute, and archive minutes of scheduled Coalition meetings;
- (2) record and track attendance of Measure DD meetings;
- (3) arrange for an annual calendar of meetings, and for meeting venues;
- (4) develop and maintain the [website of the Coalition](#);
- (5) track and remind meeting participants of assignments and actions for follow up as determined during each meeting; and,
- (6) organize and archive on the website: communications, reports, and items of direct relevance to the Coalition that are also approved by the City Bond Manager or other City staff assigned by the Bond Manager to be added to the City's website.

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