



UPTOWN COMMUNITY PARKING DISTRICT, INC.
Meeting Minutes
Monday, April 14, 2014 at 5:00 p.m.
Joyce Beers Community Center
Uptown District Shopping Center – 3900 Vermont Street
San Diego, CA 92103

Board attendees: Tim Gahagan, Roy Dahl, Ann Garwood, Cecelia Moreno, Michael Brennan, Lara Koljonen, Doug Scott, Selina Stockley, Char-Lou Benedict, Jared Svendsen, Megan Gamwell, Michael Jacobs, Gerrie Trussell

Staff: Elizabeth Hannon, Ben Verdugo

Others in attendance: Joe Jimenez, Nancy Moors, Walt Chambers, Vince Meehan, Hans Wangbichler, Mike Zdon, Adriana Martinez, Ben Baltic, Sonya Stauffer

1. Establishment of Quorum, Call to Order, and Introductions

- M. Gamwell arrived to the meeting.
- T. Gahagan called the meeting to order at 5:05p.m. A quorum was established and the group introduced themselves. T. Gahagan said that in the interest of time due to a long agenda, the COO and Operations Manager reports and community updates will be moved to the end of the meeting. Also one item was removed from consent was added to the regular agenda regarding the DMV lease.

2. Non-Agenda Public Comment

- A. Martinez introduced herself to the group and handed out newsletters from CD3.

3. Approval of Minutes/Secretary's Report

- G. Trussell arrived to the meeting.
- A. Garwood thought that she had said at March's meeting that SANDAG should implement a study on what the impacts would be if the University Avenue exit off Washington Street was closed, but B. Verdugo confirmed that no statement was recorded.
- T. Gahagan was confused on the wording on a comment he made regarding SANDAG and B. Verdugo confirmed that it was incorrectly worded. It initially read "T. Gahagan asked that since SANDAG does not see the meter revenue loss the same way **what the board should do.**" It was changed to, "T. Gahagan asked that since SANDAG does not see the meter revenue loss the same way **what should the board do?**"

- **Motion:** “Motion to approve March minutes with changes.” (A Garwood, J. Svendsen) Motion passes 8-0-3, 3 abstentions (T. Gahagan, G. Trussell, R. Dahl)

4. Approval of Financials/Treasurer’s Report

- E. Hannon presented the financials for the group which were previously reviewed by C. Moreno, M. Joseph and staff.
- **Motion:** “To approve the March financials” (C. Benedict, A. Garwood). Motion passes 10-0-1, 1 abstention (T. Gahagan).
- S. Stockley arrived to the meeting.

5. Approval of Consent Agenda

- The following items were on the consent agenda:

A. Park Hillcrest App Phase Two – Staff has received and reviewed the phase two proposal for the mobile app to improve search features, to consolidate map systems, to create icons that enhance readability and other such items. It is expected for this work to commence immediately and for this phase to launch on or about July 1, 2014.

A motion authorizing staff to contract services for phases two of Park Hillcrest mobile app, not to exceed \$6000 with Phondini inc.

B. Board of Directors Fall 2014 Elections – In preparation for fall 2014 elections the board is asked to confirm the following open seats. All currently seated board members are eligible to run for another term:

Hillcrest Resident Seat	Tim Gahagan
Bankers Hill Resident Seat	Char-Lou Benedict
Hillcrest Business Seat	Michael Brennan
Bankers Hill Business Seat	Lara Koljonen
Mission Hills Business Seat	Gerrie Trussell

C. Health Insurance Benefits –

Health insurance benefits for staff are now being processed for 100% coverage of staff individual plans as current group plan quotes are greater than individual plan costs.

- **Motion:** “Motion to approve consent agenda.” (A. Garwood, L. Koljonen) Motion passes 11-0-1, 1 abstention (T. Gahagan)

6. DMV Lot Insurance

- At the request of the City, this agenda item was pulled from consent and moved to the regular agenda. Staff received confirmation from the City Attorney authorizing the UCPD to enter into the DMV Lot Lease, so long as there is concurrence with the

motion below. There are insurance requirements and signage needed to fulfill the execution of the lease. A. Garwood read the following motion:

- The Board of Directors of the Uptown Community Parking District (UCPD) so moves: In consideration of various studies (notably, the Central Hillcrest Parking Study), agenda discussions, minutes and letters to and from varied leadership (at DMV, UCPD, City and State levels) have been reviewed and approved by the Uptown Community Parking District Board of Directors as they demonstrate the following circumstances that substantiate a finding of a public purpose for the provision of free public parking at the DMV property:
 1. it is being provided to address parking supply issues in the parking meter zones;
 2. it is being provided to address traffic control and enforcement issues in the parking meter zones
 3. it is a parking management solution for the district to meet its existing parking demands and resolve undesirable parking impacts.

Given that the record demonstrates public purpose and the lease of DMV property at which free public parking will be provided at certain times facilitates the regulation, management or control of the parking of vehicles within the parking meter zone and would have an impact on the parking of vehicles within the zone, that the City Attorney's office has reviewed and concurred this is a legitimate basis for the proposed lease arrangement and has no objection to the UCPD facilitating this arrangement through execution of the lease and expenditure of parking meter funds for this purpose.

The UCPD COO is authorized to execute said lease (\$250.00/month plus lease fee of \$1,000 and to make Business Owners Policy (BOP) insurance premium payment from Hillcrest budget, not to exceed, \$7,490 for coverage of liability (thru December 2014) needed for the DMV Lot lease. Staff is mandated to work with the DMV staff to provide required signage. Staff is requested to conduct a review of all organizational insurance needs and costs not later than August, 2014.

Motion: "Motion to approve DMV expenditures as read by Ann Garwood." (R. Dahl, C. Moreno)

- C. Moreno suggested that staff pursue other insurance options to keep the costs down.
- J. Svendsen asked if the lease fee of \$1,000 was a one-time fee, and E. Hannon answered that it was. J. Svendsen also asked about the initial maintenance fee, and E. Hannon said that it was waived by the DMV.
- **Amended Motion:** "Motion to approve DMV expenditures as read by Ann Garwood to include one-time lease fee of \$1,000." (J. Svendsen, C. Moreno) Motion passes 11-0-1, 1 abstention (T. Gahagan)

7. Bankers Hill Resident Seat Appointment

- D. Scott reported that the Bankers Hill resident seat held by Marilee Kapsa was available and the BHNPC nominated Michael Jacobs to fill her seat which is up for re-election in 2015. Michael Jacobs spoke to the group on why he would be a good fit for the board, living in Bankers Hill for a year and a half and is involved in Bankers Hill Residents Group meetings.

Motion: “Motion to approve Michael Jacobs’ appointment to the UCPD Board until 2015.” (A. Garwood, C. Moreno) Motion passes 11-0-1, 1 abstention (T. Gahagan)

8. Mission Hills Meter Removal Initiative

- T. Gahagan talked about an article in the Uptown News referencing the idea behind potentially removing all meters in Mission Hills.
- E. Hannon talked about Council Policy 200-04 that requires a 51% majority of fronting property owners to sign a petition in favor of removal. Once a majority is established, the City will further analyze by commissioning a study to look at turnover, overall usage, comments from fronting property owners, and other factors. Council will have to look at all the findings after it has been reviewed by community groups and a decision will be made.
- G. Trussell said that Mission Hills is a different kind of character than the rest of Uptown, which is laid back and not much of a commercial hub. She polled people at community events and talked to the Mission Hills Town Council about removal. At this point she is filtering through the information and no stance has been taken by the Mission Hills Bid. She also said that \$40,000 annual revenue is not enough to be sustainable year after year for larger projects.
- M. Zdon said that there is not a position statement from Mission Hills Town Council as they are looking for more information as well, including how much revenue is in reserves and what the actual annual revenue is.
- A. Garwood asked for clarification regarding the bulb-outs on Washington and whether they were funded in-part by parking meter funds. T. Gahagan said that parking meter funds were used to help pay for the improvements and A. Garwood said that this is a great example of how parking meter money can be spent.

9. Smart Meter Update

- T. Gahagan reported that the City is in the process of piggybacking onto a purchase by Sacramento that would replace all single head parking meters with updated heads. The new meters would not include the sensor technology and it is unclear that the pay-by-phone feature will be available either which were two features that UCPD requested to have available when the initial RFP went out to bid.
- The following motion was passed by the Executive Committee regarding vehicle detection sensors and pay-by-phone technologies in conjunction with the City-wide smart meter purchase and installation that will be reviewed by Budget and Finance Committee on May 22nd and again at Council in June. It is anticipated, at the earliest, smart meters could be purchased and installation would begin in August, 2014.
- **The Board of Directors of the Uptown Community Parking District (UCPD) so**

- moves:** The UCPD recommends that the City Council approves expenditure of funds to guarantee the incorporation of both vehicle detection sensor technology and the ability to pay by phone concurrently with the upcoming City-wide smart meter purchase and installation. If the required technology can not all be purchased concurrently, UCPD recommends deferring purchase until such time that it can be.
- These features were initially included on the City-wide RFP which had to be vacated due to a personnel issue and are necessary for both real-time parking data and convenience to the user.
 - E. Hannon said that because of the piggybacking loophole, the purchase of City-wide meters in San Diego has to incorporate the same technology/meters as was purchased in Sacramento. Since Sacramento only purchased the meters without sensors and without the need for pay-by-phone San Diego will not offer sensors or possibly pay-by-phone either.
 - Staff is still trying to get a better sense on what will be presented to the City when the meter purchase is reviewed by Council and if the sensor technology of IPS can interface with ParkHillcrest mobile app.
 - R. Dahl asked to remove the wording regarding the personnel issue altogether.
 - **Alternate Motion:** “To approve Executive Committee’s recommendation and to remove the wording regarding the City’s personnel issue.” (R. Dahl, C. Moreno)
 - G. Trussell asked what the other community parking districts positions are regarding the omission of sensor technology and pay-by-phone, and staff has yet to contact the other parking districts regarding this issue.
 - Alternate motion passes 7-6, 6 Abstentions (S. Stockley, G. Trussell, L. Koljonen, M. Brennan, M. Gamwell, D. Scott)

10. FY15 Budget/Narrative Changes

- E. Hannon presented the updated narrative to the group with changes. The following changes are recommended:
 - Moved BH – Median/Park Improvements \$180,000 to Extraordinary Maintenance
 - Moved UCPD implemented to City Implemented – Curb Painting/Repair
 - Increased Hillcrest line item to \$100,000 moving \$50,000 from Universal Validation
 - Changed BH – Extraordinary Maintenance to reflect additional \$180,000 from Median Improvements
 - Changed the wording regarding the IRR/5 Points retaining wall to: Contributions toward shared costs with other entities to build a retaining wall to off-set parking loss due to regional bike project and to provide for safe pedestrian and cycling access.
 - Cannot use funds to repair sidewalks.
 - Cannot use funds for MTS stop improvements.
- **Motion:** “Motion to accept budget/narrative changes.” (R. Dahl, M. Gamwell)
Motion passes 11-0-2, 2 abstentions (T. Gahagan, C. Moreno)

11. Mission Statement

- The mission statement discussion evolved out of the Executive Committee which stated that as we start to look at bike projects, we need to better define our mission statement.
- T. Gahagan called on the group to either make a motion to approve a mission statement or to postpone the mission statement vote until another time which required a 2/3 vote.
- D. Scott said that it would be a good idea to postpone so to give it more thought. He said that the UCPD should have an emphasis on multi-modalism and not be just limited to parking, which many in the group agreed.
- **Motion:** "Motion to postpone mission statement." (G. Trussell, M. Brennan) Motion passes 11-0-2, 2 abstentions (T. Gahagan, A. Garwood)
- After the vote, C. Moreno and T. Gahagan said that it is imperative that a mission statement is developed by the May board meeting.

12. Work Session regarding SANDAG and talking points.

- E. Hannon presented a memo for the board to review regarding SANDAG and City bike projects and to help guide staff's work moving forward.
- C. Moreno said that staff should continue to help coordinate between entities that have projects in Uptown since coordination is not happening at the moment.
- G. Trussell said that the memo looks more like position statements regarding the alignment of the regional bike route. She said that by asking the question, "Why not stay on Washington", regarding the alignment from Ibis to Sixth, it looks like staff is pushing for the placement of the bike path on Washington.
- T. Gahagan said that these should only be talking points since he did not think it was wise to take positions at this time and this will help guide discussions with SANDAG.
- D. Scott said that if G. Trussell is concerned about the wording of the talking points with regards to Washington/University, she should also add a statement with her wording as well.
- R. Dahl said that this bike path will be one of the biggest changes to the neighborhood in years. All of the talking points presented have to be considered very carefully, even if they continue dialog about alignment options. The fact that staff is identifying all the issues and bringing them together is useful because it will help answer questions that the community is still asking.
- N. Moors said that with regards to SANDAG, the board should make the statement that they are not taking a position at this time but still ask the important questions.
- M. Zdon said that the Mission Hills Town Council sent a letter to Councilmember Gloria requesting that parking losses be mitigated, the construction of a retaining wall on Washington Avenue for IRR, and additional analysis on University and Washington be evaluated before a final decision be made. A consultant is currently looking at traffic impacts on both avenues and that should be made available to the public soon.
- M. Brennan said that the one item on the talking points memo that didn't sit well with him was that the trial run doesn't seem reasonable where University is coned off, without any of the other infrastructure in place at the same time.

UPTOWN COMMUNITY PARKING DISTRICT, INC.
MEETING MINUTES CONT.
March 10, 2014

- G. Trussell said that she is worried and hasn't heard any discussion apart from the University/Washington alignments, and T. Gahagan said that Washington/University is just one small part of the document.
- A. Garwood said that she would also be against coning off University, but would be supportive of an extensive study of what the impacts would be if University was closed off to eastbound traffic.
- T. Gahagan asked what the group would like to see changed on the talking points document:
 - a. C. Moreno said that she would like to see coordination of efforts with regards to the City master bike plan and SANDAG. Unanimous support from the group.
 - b. D. Scott said that this should be worded as a discovery document specifically for staff and is in no way a position statement. Unanimous support from the group.
 - c. M. Brennan said that coning off University should be omitted. Majority support from the group.
 - d. G. Trussell asked to add in that there will be no parking loss and no parking revenue loss between Ibis and Front. Majority support from the group.
- T. Gahagan asked for a vote from the group to accept the changes and move forward with the working document. The group approved the changes and to move forward, 12-0-1.

Adjournment – 6:30 p.m.

Next Meeting Date, Time and Location:

Uptown Community Parking District's next meeting is Monday, May 12, 2014 at 5:00 p.m. at the Joyce Beers Community Center in the Uptown District of Hillcrest.

Transcribed and drafted by Ben Verdugo