



UPTOWN COMMUNITY PARKING DISTRICT, INC.  
Meeting Minutes  
Monday, July 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, Cecelia Moreno, Michael Brennan, Doug Scott, Char-Lou Benedict, Megan Gamwell, Susan McNeil Schreyer, Jared Svendsen

Staff: Elizabeth Hannon, Ben Verdugo

Others in attendance: B. Baltic, J. Jimenez, J. Thurston, C. Sewell, M. Chase, M. Helm, R. Takahashi, S. Pimentel, B. Nicholls, J. Stucke, A Garwood via phone

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

- Quorum was established and everyone introduced themselves
- S. Stockley, R. Dahl and A. Garwood all have excused absences for not attending the meeting.

**2. President's Report**

- T. Gahagan reported that the Annual Plan and Budget will be going to Council tomorrow, July 15<sup>th</sup> for approval.

**3. Non-Agenda Public Comment**

- B. Baltic announced that the next Bankers Hill Community Group on July 21<sup>st</sup> will be hosting Planning Director Bill Fulton who will be discussing the Community Plan Update and other community related items.

**4. Approval of Consent Agenda A-F**

- S. McNeil- Schreyer asked for more information regarding item E, so it was taken off consent agenda.
- **A. Approval of Minutes – June 9, 2014**
- **B. Approval of Financials – June 30, 2014**
- **C. Mission Hills Map Doodles (Action Item) –**
  - UCPD Board approves an additional \$420 expense. Previous approval of \$1,130 needs to be adjusted to \$1,580 due to increase in graphic costs. Mission Hills Parking Advisory Committee has approved the additional expense.
- **D. Bankers Hill Walking / Parking Map – (Action Item)**

- UCPD Board approves a project expense for Bankers Hill for up to \$4,999.00 for creation, permits and installation of up to 40 signs mounted at intersections on light posts. Bankers Hill Neighborhood Parking Committee has approved this expense.
- E. **“IBEW” Mission Hills/ Hillcrest Library Lot – (Information Item)**
  - Removed from consent agenda
- F. **Request for Traffic Analysis Results from SANDAG (Action Item)**
- **Motion:** “To approve items on the consent agenda with the exception of item E which will be removed for further discussion.” (C. Benedict, C. Moreno) **Motion passes -7-0-1, 1 abstention (T. Gahagan)**

**5. “IBEW” Mission Hills/ Hillcrest Library Lot (Information Item)**

- Staff has been advised that all revenue from this temporary parking lot will go to the City, not the parking district. The grand opening is expected later this month.
- S. McNeil-Schreyer wanted to know how the decision was made that the UCPD will not be receiving funds and E. Hannon said that this although the decision was made, staff did not have clarity as to why.
- S. McNeil-Schreyer asked to make a motion to direct staff to get the answers and D. Scott said that since it initially an information item, that he didn’t think the board could take action on it.
- E. Hannon said that they could direct staff to find out the answer instead of making it an action item.
- S. McNeil-Schreyer asked that staff send a letter to council asking about the history behind the decision regarding the revenue exclusively going to the City.

**6. City Auditor Presentation (Information Item)**

- Matthew Helm and Rebecca Takahashi with the City Auditor’s office were in attendance to discuss the upcoming performance audit of the City’s Economic Development Department’s operation of the Community Parking District program.
- They provided an overview of the audit and its objectives to find out whether community parking districts are achieving program goals, if CPD funds are being used economically and appropriately, and if the City is providing proper oversight of the program.
- The audit is expected to be completed by September for the Audit Committee meeting.
- R. Takahashi said that the audit will look at fiscal years 2011-2013 and will address specific concerns voiced by various parking districts. The concerns include how much the City is charging for admin costs, the time it takes to implement projects on the City side, budgeting/advance concerns, development fees regarding meter removals and Car2Go revenue.
- B. Nicholls recommended to the auditors that they should talk to the BIDS within the parking districts and their businesses who are impacted by the meters and what they think about the parking districts and how they are doing. B. Helm said that they intended to do so.

**7. Park Hillcrest Marketing Video and Pride Booth (Information Item)**

- E. Hannon showed the YouTube video about the ParkHillcrest Trolley which will be promoted via social media. She also announced that there will be an update to the Park Hillcrest app for Pride to direct users to parking and shuttle service for Friday, Saturday and Sunday.

#### **8. Comprehensive Parking Plan (Information Item)**

- E. Hannon presented the Comprehensive Parking Plan memo which looks at the current conditions in Uptown and how staff could recommend changes that would address both supply and demand. UCPD staff is working with the City and SANDAG on parking related assessments in order to recommend changes in street alignments (aka, Curb Survey), enforcement hours, rates and projects while determining ways in which SANDAG can offset parking loss due to bike paths.
- The plan also provided a timeline on when staff would recommend acceptable offset for parking losses due to the Uptown bike paths. The timeline includes data collection/GIS mapping, SANDAG engineering of bike routes, duration and turnover analysis from prior studies, assessments of current conditions, assessment of parking losses due to bike paths, parking toolbox applications and recommendation of acceptable offset for parking losses.

#### **9. Bike Share Update (Information Item)**

- Last month Staff was directed to write a letter to Deco to send proposed locations to the UCPD, the HBA and the Uptown Planners. Deco operations have changed with a new rep who is still waiting on confirmation from Deco as to where the locations will be.
- S. McNeil Schreyer said that she had an interested property owner who wanted a bike share location installed on their property but heard from Tom Landre with the City that the bike share locations were not allowed on private property. B. Verdugo said that he heard different from other City staff and would find out if this was true or not as the new bike rep did not have the info at the meeting.

#### **10. Operations Manager's Report**

- B. Verdugo said that since the budget process is wrapping up, Joe Jimenez will be focusing his time on the completion of curb survey 1.0. Once that is completed, then staff can start 2.0 in Bankers Hill.
- The installation of the Bike Corral in front of Jake's on 6<sup>th</sup> is delayed until September because Streets Division is tied up with large scale projects.
- B. Verdugo received preliminary estimates for the installation of a pedestrian access ramp on the corner of India and Winder. The estimates are around \$120,000 because the drainage has to be rerouted and because of the high price tag, J. Jimenez is checking with ADA compliance to see if the City will agree to a cost share to reduce UCPD costs.
- In Mission Hills, staff is working with the City and Ascent Realty/Mission Hills Books & Collectibles to install green and blue curbs on Fort Stockton.

#### **11. Bylaw updates (Action Item)**

- E. Hannon presented the updated bylaws with the recent changes and inclusion of the mission statement.

- **Motion:** “To accept the proposed changes as noted on the bylaws.” (C. Benedict, D. Scott) Motion passes 7-0-1, 1 abstention (T. Gahagan)

## **12. Committee Updates**

- **Bankers Hill Report**
  - Chair Doug Scott that the BHNPC is dark in August.

**Adjournment – 6:20 p.m.**

### **Next Meeting Date, Time and Location:**

Uptown Community Parking District’s next meeting is Monday, August 11, 2014 at 5:00 p.m. at the Joyce Beers Community Center in the Uptown District of Hillcrest.

Transcribed and drafted by Ben Verdugo