



UPTOWN COMMUNITY PARKING DISTRICT, INC.

Meeting Minutes

Monday, March 9, 2015 at 5:00 – 6:30 p.m.

Joyce Beers Community Center  
The HUB – 3900 Vermont Street  
San Diego, CA 92103

Board attendees: Tim Gahagan, Char-Lou Benedict, Cecelia Moreno, Michael Jacobs, Doug Scott, Chris Shaw, Susan McNeil-Schreyer, Ann Garwood, Bruce Reeves, Selina Stockley

Staff: Elizabeth Hannon, Ben Verdugo

Others in attendance: Joe Jimenez, Adriana Martinez, Benjamin Nicholls, Nancy Moors, Kathleen Ferrier, Kath Rogers, Ben Baltic

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

- Quorum was established and everyone introduced themselves
- Megan Garth, Megan Gamwell, Jared Svendsen and Roy Dahl were excused

**2. President's Report**

- T. Gahagan reminded the board that the conflict of interest forms (Form 700) are due by April 1<sup>st</sup>.
- T. Gahagan reviewed the bylaws/meeting protocol with the board regarding quorum, voting, abstentions and recusals. He read the following sections from the bylaws:
  - Article V – Board of Directors
    - Section 8. Quorum. A majority of the authorized number of Directors present shall constitute a quorum for the transaction of business. No business shall be conducted without a quorum except as noted in Section 9.
    - Section 9. Loss of Quorum. The Directors present at a duly called or duly held meeting at which a quorum is present may continue to transact business until adjournment, even when the withdrawal of Directors leaves less than a quorum.
    - Section 12. Voting. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors.
    - Section 13. Absentee & Proxy Voting. There shall be no absentee and/or voting by proxy by Directors.
- Staff provided the following summary regarding abstentions and recusals:
  - Abstentions
    - A director might abstain because s/he believes there was insufficient information to make a decision. If someone states, "I abstain," their vote cannot be counted as a "yes" vote or a "no" vote. It is a non-vote. Therefore, an abstention has the practical effect of a "no" vote since a motion may fail for

lack of sufficient "yes" votes. When a director abstains, the approval requirement is still a majority of all directors present.

- Recusals
  - When a director believes s/he has a conflict of interest, the director must recuse themselves. Robert's Rule's dictates that the director leaves the room until the motion has been discussed and voted on by the remaining directors. Should the director leave the room this changes the number of person's present and therefore impacts the number of approvals needed from the majority of directors (present).
  - A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for that meeting (those present).
- C. Moreno referred to last month's agenda item regarding charging stations on Normal Street and how it didn't pass due to abstentions. She asked why it is on this month's agenda, and T. Gahagan said that it is an information item, and the Hillcrest Parking Committee voted on the item but would not forward an action item back to the board.
- D. Scott was confused by staff summary regarding recusals regarding the following: ... if any action taken is approved by at least a majority of the required quorum for that meeting (those present)." The summary stated the quorum being "initially present" although the bylaws do not make any reference to "initially present". M. Jacobs suggested that the bylaws should make reference to "initially present" as well. The majority of the board agreed that this should be changed and will be an action item for April's meeting.

### 3. **Non-Agenda Public Comment**

- A. Martinez with Councilmember Gloria's office reported that she has been looped into the conversations regarding CP100-18 and the possible changes. The policy and suggested amendments will be reviewed at the Smart Growth and Land Use Committee in May.
- A. Garwood requested that the community ask for No Parking signage in Uptown, specifically on Fourth Avenue so the street sweepers can clean up the curbs, instead of driving around parked cars to clean.
- Kath Rogers encouraged UCPD to get involved in the Climate Action Plan scoping process with the City and preliminary comments are due by March 20<sup>th</sup>.

### 4. **Approval of Consent Agenda A-D**

- Item C, communications expense in Bankers Hill and Item D, pedestrian infrastructure expense in International Restaurant Row were pulled from consent agenda because more information was requested on both items.
- A. Approval of Minutes – February 9
- B. Approval of February 2015 Financials
- **Motion:** "To approve consent agenda items A-B" (D. Scott, M. Jacobs) Motion passes 8-0-2, 2 abstentions, (T. Gahagan, A. Garwood)

### 5. **Communications Expense for Bankers Hill Walking Map posters and brochures (Action Item)**

- E. Hannon reported that the Bankers Hill Neighborhood Parking Committee approved funding for the printing and distribution of posters and brochures for the

walking/parking map which will be displayed at local businesses and events in Bankers Hill. Because of the delays of the permanent signage on light poles, this gets the maps out much quicker and to a broad audience.

- **Motion:** “To approve up to \$3,000 for printing posters and tri-fold brochures for the Bankers Hill Walking Map” (D. Scott, C. Benedict) Motion passes 9-0-1, 1 abstention (T. Gahagan)

**6. Pedestrian Improvement Expense for International Restaurant Row (Action item)**

- International Restaurant Row is requesting \$30,000 for engineering drawings of a pedestrian access ramp and a redesign of drainage on Winder and India. The total project is \$110,000 which includes design and construction. The \$30,000 is all the monies allocated for FY15 and the City will have funding in place starting in FY16 to help match the UCPD for construction funding. Staff and J. Jimenez will have more information on how much the match will be once FY16 begins. There are no guarantees as to how much money the City will provide but financing the engineering plans is a good starting point according to J. Jimenez.
- C. Moreno didn't like the idea of funding engineering plans without a financial guarantee from the City.
- **Motion:** “To approve up to \$30,000 for engineering plans for the pedestrian access ramp at India and Winder. There is no guarantee that this project will be approved by the City upon receipt of completed engineering plans.” (D. Scott, S. Stockley) Motion passes 8-1-1, 1 no vote (C. Moreno), 1 abstention (T. Gahagan)

**7. Circulate San Diego Presentation (Information item)**

- Kathleen Ferrier, Director of Advocacy with Circulate San Diego gave a brief presentation regarding the Vision Zero initiative which aims to reduce traffic fatalities to zero by 2025. Circulate SD is currently asking the City to allocate funding in FY16 towards Vision Zero projects that target the City's most dangerous streets, two of which are in Uptown, University Avenue and Fifth Avenue.

**8. EV Charging Stations Installations (Information Item)**

- T. Gahagan reported that the Hillcrest Parking Committee approved the City's plan to install two charging stations on the east side of Normal Street between University and Harvey Milk. One station would be located in an ADA space on the south end of the block and would be available to both EV and non-EV cars with handicapped placards. The other station would be located on the north end of the block with an EV dedicated only space and an adjacent space that would be open to both EV and non-EV cars.

**9. Normal Street Time Limited Parking Changes (Action Item)**

- E. Hannon reported that the Hillcrest Parking Committee approved to move forward with changing Normal Street between University and Harvey Milk from unlimited parking to 2-hour parking on the east and west block faces. Also the Normal Street median would be extended from 2-hour to 8-hour parking at \$0.50/hour and to add signage not to exceed \$500.
- The cost of signage is still undetermined at this time as Streets Division doesn't have estimates at this time. Staff may possibly ask for more funding at a future board meeting.

- **Motion:** “To approve the parking changes and to allocate up to \$500 for signage.” (C. Shaw, D. Scott) Motion passes, 9-0-1, 1 abstention (T. Gahagan)

#### 10. **FY16 Action Plan & Budget** (Information Item)

- E. Hannon presented preliminary budgetary figures for review. The UCPD draft budget will be voted on in April’s meeting and all committees’ budgets are still going through public review and input.
- The City has given the go-ahead for the UCPD to budget and earmark expenditures over five years for larger scale projects.

#### 11. **Staff Reports** (Information Items)

- B. Verdugo reported that he has been working on Fourth and Fifth Avenues to determine potential lost parking spaces due to the bike project. Bankers Hill could find additional spaces by converting to angled parking on the side streets. Hillcrest would not be able to recoup parking because the side streets are not wide enough for angled parking.
- C. Moreno asked what the preliminary losses were and B. Verdugo said that Bankers Hill would lose approximately 90-100 spaces, and Hillcrest would lose between 40-50 on Fourth and Fifth Avenues. This is based off the 30/10’ rule where 30 feet of red curb needs to be installed before and 10 feet of red curb needs to be installed after driveways.
- C. Benedict recommended that Bankers Hill should take the opportunity to voice concerns regarding the lost spaces and to possibly ask the City/SANDAG to bend the 30/10 rule so parking will not be eliminated.
- E. Hannon reported that the validation app Parkt has generated interest throughout the community although some restaurants/retailers are concerned with the cost of the program. T. Gahagan recommended the formation of an ad-hoc committee to continue to get more information about the program. C. Shaw, B. Reeves, S. McNeil Schreyer, S. Stockley and C. Benedict agreed to serve on the committee.

#### 12. **Staff – COO Evaluation** (Information Item – closed session)

- T. Gahagan reported that the board will be discussing salary considerations for E. Hannon at the April board meeting.

#### **Adjournment – 6:30 p.m.**

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

Uptown Community Parking District’s next meeting is Monday, April 13, 2015 at 5:00 p.m. in the Joyce Beers Community Center at The HUB in Hillcrest (formerly the Uptown District).

Transcribed and drafted by Ben Verdugo