



UPTOWN COMMUNITY PARKING DISTRICT, INC.
Meeting Minutes
Monday, November 10, 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, Char-Lou Benedict, Chris Shaw, Roy Dahl, Michael Jacobs, Michael Brennan, Doug Scott, Jared Svendsen, Megan Gamwell, Selina Stockley and Ann Garwood

Staff: Elizabeth Hannon, Ben Verdugo

Others in attendance: Joe Jimenez, Adriana Martinez, Megan Garth, Bruce Reeves, Nancy Moors, Benjamin Nicholls and Hans Wangbichler

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

- Quorum was established and everyone introduced themselves

2. President's Report

- None

3. Non-Agenda Public Comment

- A. Garwood asked how many people attended the CicloSDias event on November 9th and how the businesses did. E. Hannon said that she asked the organizers what the attendance numbers were and they said the counts will not be ready for a couple weeks. She added that the projected numbers were likely higher than the actual numbers but the restaurants and bars seemed busy, smaller retailers benefitted although larger retailers saw less business than usual. B. Nicholls said that at the farmers market, prepared foods saw an increase in sales although produce sales were down. B. Reeves said that Hillcrest Hardware had a 20% reduction in sales.
- N. Moors announced that on the 2nd Tuesday in December the Hillcrest History Guild and Hillcrest Town Council will be hosting the 7th Annual Community Potluck Dinner at the Joyce Beers Community Center. The event starts at 6:30 and all are welcome to attend.
- A. Martinez handed out the monthly District 3 newsletter and spoke about the mandatory water restrictions citywide. Also regarding the bike path on Fifth, a date has yet to be set for installation as the project manager and contractor are finalizing plans to start the project.

4. Approval of Consent Agenda A-B

- Approval of FY14 audit was taken off consent agenda due to a last minute accounting error that was corrected after the board packets were distributed for review.
- **A. Approval of Minutes – October 2014**

- **B. Approval of Financials** – October 2014
- **Motion:** “To approve minutes and financials on consent agenda.” (R. Dahl, C. Moreno) Motion passes 11-0-1, 1 abstention (T. Gahagan)

5. Approval of FY14 Audit (Action Item)

- E. Hannon reported that the UCPD accountant Mary Joseph was processing the annual taxes and noticed a discrepancy between the accountant’s numbers and the audit numbers. The discrepancy was a voided check that was not caught by the auditor and the difference was just over \$2000. This has been corrected.
- **Motion:** “To approve the FY14 audit with adjustments.” (M. Gamwell, C. Benedict) Motion passes 11-0-1, 1 abstention (T. Gahagan)

6. Approval of Community Group UCPD Board Election Results (Action Item)

- The following list details newly elected board members:
 - Hillcrest - Tim Gahagan, residential seat; Bruce Reeves, business seat
 - Bankers Hill - Char Lou Benedict, business seat; Megan Garth, residential seat
 - Mission Hills - Susan McNeil Schreyer, business seat
- T. Gahagan stated that new board members will be seated at the December 2014 meeting per UCPD bylaws. He also thanked both M. Brennan and L. Koljonen for their service.
- **Motion:** “To approve election results by the community groups and to seat board members at the December meeting.” (A. Garwood, M. Brennan) Motion passes 11-0-1, 1 abstention (T. Gahagan)

7. Cal-Trans Grant Support Request (Information Items)

- B. Nicholls presented to gain support for the CALTRANS Sustainable Communities Grant Program submittal for the Uptown District. This same grant was supported by the UCPD last year with no commitment of funds. The purpose of the grant is to give money to communities to solve transportation problems; the process asks that grant participants first have to submit a planning phase of the grant. If the planning grant is accepted, then construction money could follow. Last year the grant request scored high 12 out of 16, and B. Nicholls said that he took the scoring comments and updated the grant with more detail and resubmitted and are looking for letters of support.
- B. Nicholls added that there are two changes to the grant process: the first change is that Cal-trans is looking for match from the community of \$30,000. The overall award is \$350,000. The second change is the process between the City of San Diego and the State as the City will take the completed grant and present it to Cal-Trans on behalf of the community.
- T. Gahagan asked if the request was for a letter of support only and B. Nicholls said yes, but added that it would be great if the board could imply in the letter that they would be open to participating with a contribution, but added that we are not in that stage yet.
- C. Moreno asked if it is a 10% match and B. Nicholls said yes, but he is not establishing where the match is coming from yet but that it is coming from community sources.
- A. Garwood asked if the grant was limited just to Normal Street and B. Nicholls said that it is all around Normal Street, but also extends into University Heights where Washington and Park intersect. The footprint is Washington from 163 to Park, from

Normal down to University, the bike lanes on University and how they interact with Normal Street, Pride Plaza, the BRT station on Park, and also on Robinson.

- E. Hannon thanked B. Nicholls for his work on the project and said that she is looking into whether we can spend funds on this project as the scope of work falls outside of the UCPD and into University Heights. She also added that the Hillcrest Parking Committee could vet the idea of spending the funds first and then it could be presented to the board again. T. Gahagan said that the HPC heard this item as information only but not as an action item because it was too late to get on the agenda.
- B. Nicholls said that the grant request has already been submitted and letters this week would be appreciated if the board supports this item.
- **Motion:** “To support the CALTRANS Sustainable Communities Grant Program submittal by B. Nicholls and to write a letter of support and to ask B. Nicholls to come to the Hillcrest Parking Committee in November for further comment.” (R. Dahl, C. Shaw) Motion passes 11-0-1, 2 abstentions (T. Gahagan, M. Brennan)

8. UCPD FY14 Annual Report

- E. Hannon presented the FY14 Annual Report to the board.
- During the streetcar section, N. Moors asked about the \$94,000 encumbered by the City and thought that the City took close to \$500,000 for the project. E. Hannon said that she will look into it.
- **Motion:** “To approve the annual report to include the FY14 audit.” (J. Svendsen, C. Shaw) Motion passes 11-0-1, 1 abstention

9. Insurance (Action Item)

- Staff received notice that their current carrier will not continue coverage so they have been shopping around for new policies for liability and coverage of the DMV lot.
- The lowest quote received was \$8,500 which is currently \$2000 less annually than what the UCPD is paying.
- The general liability portion will be split by neighborhood, and the DMV portion will be allocated to Hillcrest.
- **Motion:** “To approve insurance expenditure not to exceed \$9000 annually.” (C. Benedict, C. Moreno) Motion passes 11-0-1, 1 abstention

10. Hillcrest Trolley and Valet Service (Action item)

- E. Hannon reported that the Hillcrest Parking Committee voted to suspend service of the Hillcrest Trolley on Friday and Saturday nights starting in January through April while keeping Sunday service. Staff will pursue a day-time lunch trolley during January that will transport people from the hospital zone into Hillcrest although the times and days of the week still need more consideration. The past winter ridership numbers is the reason behind the suspension of service.
- The Hillcrest Parking Committee also voted to allocate \$5000 to advertise the community valet and suspension of the winter trolley.
- B. Nicholls said that the solution would be to promote the trolley more, not to stop the trolley altogether on Friday and Saturday.
- **Motion:** “To allocate up to \$5,000 in marketing for the community valet, possible change of winter service for the Hillcrest Trolley and for the DMV lot.” (R. Dahl, C. Shaw) Motion passes 11-0-1, 1 abstention

11. Staff Evaluations (Information Item – closed session)

- T. Gahagan reported that the board decided to postpone compensation discussions for B. Verdugo until December and for E. Hannon in March.

Adjournment – 6:30 p.m.

Next Meeting Date, Time and Location:

Uptown Community Parking District's next meeting is Monday, December 8th, 2014 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