

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

Board Members Present: Ben Nicholls, Roy Dahl, Cecelia Moreno, Susan McNeil Schreyer, Tom Fox, Miah Earn, Natalie Villegas, Linda Saltzman, Eric Fillion, Doug Scott, Curtis Allen, John Knoll, Peter Raymond, Selina Stockley

UCPD Staff Present: Gerrie Trussell, Chris DeMoville

City of San Diego Staff Present: Tanner French

Public Present: Corrine Knutson

**2. President's Report**

B. Nicholls acknowledges many of the good projects and successful programs implemented by Uptown Community Parking District (UCPD) this year.

**3. Executive Directors Report**

G. Trussell reports UCPD will be hiring a part-time person to assist with HPC projects, communications, draft and distribute social media. This staff person will work primarily in Hillcrest but will also carry out a few specific social media and communication functions for UCPD. The HBA will also offer a part time position to the candidate.

B. Nicholls mentions Cal Trans and SANDAG are currently reviewing Grants, and he would like UCPD to investigate these as a possible source for project funding.

*M. Earn arrives (3:36pm)*

**4. Non-Agenda Public Comment**

P. Raymond mentions he likes the bike lanes in Hillcrest along University Avenue.

*T. French arrives (3:40pm)*

**5. Consent Agenda**

Motion: to approve April 2018 meeting minutes, and March 2018 Financials

(S. McNeil Schreyer/R. Dahl) [Unanimous]

**6. UCPD Board Meeting Time**

Motion: to change the monthly UCPD meeting start time from 3:30pm to 3:00pm

(S. McNeil Schreyer/S. Stockley) [Unanimous]

7.

**7. FY 19 Budget Revisions Approval**

Motion: to approve the attached FY2019 Budget Allocations (ATT: 1-A) S. McNeil Schreyer notes \$25,000 in MHPAC budget for Shuttle Service has not been approved by MHPAC. It is included in order for MHPAC to have a seat at the table, should the Shuttle Service discussion move forward.

(S. McNeil Schreyer/R. Dahl) [Unanimous]

**8. Grant Writing for Reynard Way**

Motion: to allocate \$7,500.00 to KTUA for grant writing related to traffic calming and alternate transportation modalities usage along Reynard Way. The grant must be written for “Capital Improvements” not planning.

(B. Nicholls/N. Villegas) [Unanimous]

**9. Committee Project Updates**

C. DeMoville reviews the master mobility plan he has drafted for Bankers Hill, which focuses on connecting current UCPD projects along specific pedestrian mobility corridors.

D. Scott notes the 13 blocks (106 spaces) identified for parking conversions in Bankers Hill passed the community input date. C. DeMoville mentions the City is currently reviewing the plans and drafting work orders related to these parking conversions. He also mentions that he is acquiring the necessary addresses and drafting the language to begin the community input process for the parking conversions related to the SANDAG Uptown bike lanes in Bankers Hill.

G. Trussell reviews the role UCPD played in the parking conversions on Essex Street, Robinson, Tenth, Pennsylvania, and Vermont in Hillcrest. These conversions were initially identified as necessary to offset parking loss related to the new bike lanes along University Avenue. Thanks, was given to Council Member Ward and the Economic Development staff as well as the City streets division.

S. Stockley mentions a long-awaited stop sign was approved on Chalmers Street.

S. McNeil Schreyer notes the City installed the requested 4 meters on the 700 block of West Washington, and attached meter hitches on two of them, sharing businesses have expressed concern about difficulty passengers have exiting vehicles when bikes are attached to the meter hitches.

Trussell requested the district help find 10 spots for installation of City Bike Racks.

**Adjourn (4:28pm)**

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**  
**Profit & Loss Budget Overview**  
 July 2018 through June 2019  
 Revised 4/9/18

	TOTAL	Bankers Hill	Hillcrest	IRR - 5 Points	Mission Hills	City GL	Check
	Jul '18 - Jun 19	Jul '18 - Jun 19	Jul '18 - Jun 19	Jul '18 - Jun 19	Jul '18 - Jun 19		
<b>Estimated City Carryover</b>	\$ 6,599,094.41	\$ 2,197,498.00	\$ 3,563,511.00	\$ 382,747.00	\$ 455,338.00		\$ 6,484,140.00
<b>New Meter Revenue</b>	\$ 728,695.00	\$ 242,655.00	\$ 393,495.00	\$ 42,264.00	\$ 50,280.00		\$ 728,694.00
<b>FY19 Estimated Reserve</b>	<b>\$ 7,327,789.00</b>	<b>\$ 2,440,153.00</b>	<b>\$ 3,957,006.00</b>	<b>\$ 425,011.00</b>	<b>\$ 505,618.00</b>		\$ 7,327,788.00
<b>5005 - Personnel - 512059</b>							
5010 · Staff	\$ 181,440.00	\$ 84,000.00	\$ 84,000.00	\$ 5,040.00	\$ 8,400.00	512059	
5040 · Payroll Taxes	\$ 21,690.00	\$ 11,250.00	\$ 9,000.00	\$ 540.00	\$ 900.00		
5045 · Health Benefits	\$ 16,870.00	\$ 7,000.00	\$ 8,750.00	\$ 420.00	\$ 700.00		
<b>Total 5005 - Personnel</b>	<b>\$ 220,000.00</b>	<b>\$ 102,250.00</b>	<b>\$ 101,750.00</b>	<b>\$ 6,000.00</b>	<b>\$ 10,000.00</b>		\$ 220,000.00
<b>5200 - General Operations - 512143</b>							
5210 · Rent - Office	\$ 19,967.00	\$ 6,570.00	\$ 11,675.00	\$ 795.00	\$ 927.00	512143	
5220 · Telephone/Fax/Cell/Internet	\$ 8,012.00	\$ 2,752.00	\$ 4,675.00	\$ 270.00	\$ 315.00		
5230 · Mtngs/Conf/Dues/Subscriptions	\$ 6,275.00	\$ 2,145.00	\$ 3,675.00	\$ 210.00	\$ 245.00		
5240 · Printing	\$ 3,585.00	\$ 1,150.00	\$ 2,175.00	\$ 120.00	\$ 140.00		
5250 · CGL/Auto/D&O	\$ 2,875.00	\$ 1,005.00	\$ 1,675.00	\$ 90.00	\$ 105.00		
5270 · Insurance-Workers Compensation	\$ 2,875.00	\$ 1,005.00	\$ 1,675.00	\$ 90.00	\$ 105.00		
5280 · Postage	\$ 1,459.00	\$ 436.00	\$ 925.00	\$ 45.00	\$ 53.00		
5290 · Audit	\$ 8,741.00	\$ 2,916.00	\$ 5,175.00	\$ 300.00	\$ 350.00		
5300 · Accounting	\$ 20,544.00	\$ 6,809.00	\$ 12,175.00	\$ 720.00	\$ 840.00		
5310 · Office Supplies/Equipment	\$ 10,431.00	\$ 3,476.00	\$ 6,175.00	\$ 360.00	\$ 420.00		
<b>Total 5200 - General Operations</b>	<b>\$ 84,764.00</b>	<b>\$ 28,264.00</b>	<b>\$ 50,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 3,500.00</b>		\$ 84,764.00
<b>6000 - Outreach/Promotion - 512138</b>							
6030 · Communications/Marketing	\$ 52,800.00	\$ 16,300.00	\$ 23,000.00	\$ 7,500.00	\$ 6,000.00	512110	
6380 · Comm. Input Workshops/Surveys	\$ 81,700.00	\$ 15,700.00	\$ 60,000.00	\$ 3,000.00	\$ 3,000.00		
<b>Total 6000 - Outreach/Promotion</b>	<b>\$ 134,500.00</b>	<b>\$ 32,000.00</b>	<b>\$ 83,000.00</b>	<b>\$ 10,500.00</b>	<b>\$ 9,000.00</b>		\$ 134,500.00
<b>6500 - Increase Parking Supply - 512110</b>							
6210 · Reconfig. On-Street Park/Curb	\$ 1,959,116.00	\$ 40,116.00	\$ 1,562,000.00	\$ -	\$ 357,000.00	512028	
6285 · Valet Program	\$ 41,000.00	\$ -	\$ -	\$ 41,000.00	\$ -	512153	
6440 · Universal Validation Program	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ -	512153	
6510 · Off Street Parking Availability	\$ 884,839.00	\$ 29,839.00	\$ 850,000.00	\$ -	\$ 5,000.00	512153	
<b>Total 6500 - Increase Parking Supply</b>	<b>\$ 2,909,955.00</b>	<b>\$ 69,955.00</b>	<b>\$ 2,437,000.00</b>	<b>\$ 41,000.00</b>	<b>\$ 362,000.00</b>		\$ 2,909,955.00
<b>6600 - Manage Parking Demand/Inventory 512110</b>							
6295 · Employee Parking Options	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	512028	
6300 · Residential Parking Strategies	\$ -	\$ -	\$ -	\$ -	\$ -	512028	
6330 · Wayfinding System	\$ 232,590.00	\$ 76,590.00	\$ 120,000.00	\$ 36,000.00	\$ -	512028	
6615 · Enforcement Rates & Hours	\$ 53,723.00	\$ 13,723.00	\$ 40,000.00	\$ -	\$ -	512028	
6685 · Parking Availability/Mobile App	\$ 9,990.00	\$ 9,990.00	\$ -	\$ -	\$ -	512153	
6310 · Shuttle Service/Public Transit	\$ 660,000.00	\$ 250,000.00	\$ 400,000.00	\$ 5,000.00	\$ 5,000.00	512153	
<b>Total 6600 - Manage Parking Demand/Inventory</b>	<b>\$ 1,056,303.00</b>	<b>\$ 450,303.00</b>	<b>\$ 560,000.00</b>	<b>\$ 41,000.00</b>	<b>\$ 5,000.00</b>		\$ 1,056,303.00
<b>6800 - Enhance Parking Improvements - 512110</b>							
6320 · Bicycle Infrastructure	\$ 1,125,819.00	\$ 1,125,819.00	\$ -	\$ -	\$ -	512028	
6400 · New Meters and Technology	\$ 78,000.00	\$ 13,000.00	\$ 40,000.00	\$ -	\$ 25,000.00	512028	
6390 · Pedestrian Infrastructure Imprv	\$ 351,000.00	\$ 100,000.00	\$ -	\$ 244,000.00	\$ 7,000.00	512028	
6215 · Curb Painting/Repair	\$ 384,556.00	\$ 105,000.00	\$ 250,000.00	\$ 15,000.00	\$ 14,556.00	512028	
6420 · Extraordinary Maintenance	\$ 212,489.00	\$ 100,000.00	\$ 65,500.00	\$ 25,000.00	\$ 21,989.00	512153	
6450 · Bike Parking & Share Program	\$ 11,500.00	\$ 10,000.00	\$ -	\$ -	\$ 1,500.00	512028	
<b>Total 6800 - Enhance Parking Improvements</b>	<b>\$ 2,163,364.00</b>	<b>\$ 1,453,819.00</b>	<b>\$ 355,500.00</b>	<b>\$ 284,000.00</b>	<b>\$ 70,045.00</b>		\$ 2,163,364.00
<b>Total Pre Contingency Budget</b>	<b>\$ 6,568,886.00</b>	<b>\$ 2,136,591.00</b>	<b>\$ 3,587,250.00</b>	<b>\$ 385,500.00</b>	<b>\$ 459,545.00</b>		
<b>6900 - Contingency - 512153</b>	<b>\$ 656,888.60</b>	<b>\$ 213,659.10</b>	<b>\$ 358,725.00</b>	<b>\$ 38,550.00</b>	<b>\$ 45,954.50</b>	512172	
<b>Total Post Contingency Budget</b>	<b>\$ 7,225,774.60</b>	<b>\$ 2,350,250.10</b>	<b>\$ 3,945,975.00</b>	<b>\$ 424,050.00</b>	<b>\$ 505,499.50</b>		
<b>Unallocated Amount</b>	<b>\$ 102,014.40</b>	<b>\$ 89,902.90</b>	<b>\$ 11,031.00</b>	<b>\$ 961.00</b>	<b>\$ 118.50</b>		