

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

Board Members Present: Ben Nicholls, Cecelia Moreno, Susan McNeil Schreyer, Tim Gahagan, Tom Fox, Char Lou Benedict, Doug Scott, John Knoll, Linda Saltzman

Board Absences (Excused): Megan Garth, Natalie Villegas, Selina Stockley, Roy Dahl

UCPD Staff Present: Gerrie Trussell, Chris DeMovile, Marc Marconi

City of San Diego Staff Present: Elizabeth Studebaker, Brittany Bailey, Genoveva Romero- Marquez, Tanner French

SANDAG Staff Present: Linda Culp

Public Attendees: Caroline Willi, Peter Conway, William Hinton, Jeff Kucharski, Bob Martinez

**2. President's Report**

B. Nicholls will switch items 5 & 6.

*\*items moved back to original order during course of meeting*

**3. Non-Agenda Public Comment**

P. Conway & C. Willi comment that they are from Bankers Hill and would like the proposed Residential Permit Zone to extend to 1<sup>st</sup> Ave.

E. Studebaker introduces T. French, the new Senior Engineer for the Parking Districts.

B. Bailey from Councilmember Chris Wards office gives an update on the homeless initiatives being pursued by Councilmember Ward. She also gives an update on the timeline of University Ave Pipeline Project.

**(T. Gahagan arrives, 5:14pm)**

**4. Consent Agenda, item A-B-C-D**

**A. Motion to Approve June 2017 Minutes:**

Introduced by S. McNeil Schreyer; seconded by T. Gahagan

**Vote for Approval: 7**

**Vote Against Approval: 0**

**Abstain: 2 (J. Knoll & B. Nicholls)**

**Motion Passes: (7-0-2)**

**B. *May 2017 Financials tabled until August 2017 meeting***

**C & D. Motion to move the Executive Committee meeting to the first Monday of the month, from 3:00 to 4:30pm, and to approve the Revised City Budget with 5 year projections:**

Introduced by T. Fox; seconded by C. Moreno

**Vote for Approval: 7**

**Vote Against Approval: 0**

**Abstain: 2 (J. Knoll & L. Saltzman)**

**Motion Passes:** (7-0-2)

**5. SANDAG Bike Lanes- Position Statement** (*action item*)

There is concern among many board members that the bike lanes as currently planned by SANDAG will remove 23 parking spaces in central Hillcrest. As a matter of policy, many board members cannot support a project that results in a net loss of available parking. The UCPD is focused on improvements and activities that increase the availability, supply and effective use of parking for residents, businesses, visitors and employees within Uptown.

The UCPD encourages alternate modes of transportation to enhance accessibility into and throughout the neighborhoods of Uptown, while focusing on increasing parking supply.

The UCPD does not extend funding or support for those projects that result in a net loss of parking within walking distance of sections impacted with parking loss.

The UCPD appeals to SANDAG to communicate and work collaboratively with community stakeholders to provide details and form plans that accomplish project goals without detriment to residents, businesses, visitors and employees.

D. Scott states bike lanes featuring dangerous connectors may present a liability issue to the City of San Diego. He would like the tone of the position statement to remain collaborative, and he states that the UCPD is also charged with improving public transport, alternate modes of transportation, and pedestrian access.

C. L. Benedict suggests adding the word “those” to line 3 of the position statement separating specific UCPD bike lane projects that will not result in a net parking loss.

Members of the public and SANDAG state this project has been in development for 5 years and relies on funding from the Transnet sales tax, as well as State and Federal grants.

**Motion to Approve Position Statement clarifying that UCPD cannot issue funding or support for projects that result in a net loss of parking**

Introduced by C. Moreno; seconded by J. Knoll

**Vote for Approval:** 8

**Vote Against Approval:** 1 (D. Scott)

**Abstain:** 0

**Motion Passes:** (8-1-0)

**6. Appointment of Bankers Hill Project Administrator** (*action item*)

**Motion to Approve Chris DeMoville as Bankers Hill Project Coordinator.**

Introduced by D. Scott; seconded by T. Fox

**Vote for Approval:** UNANIMOUS

**Vote Against Approval:** 0

**Abstain:** 0

**Motion Passes:** (9-0-0)

**7. MTS Bus Route 83** (*information item*)

UCPD Staff will be attending the MTS hearing on July 20<sup>th</sup> to provide support for keeping this bus route

**8. Mission Hills Project Updates** (*information item*)

S. M. Schreyer reports the planned meters were installed on W. Washington, between Brant & Dove, on Saturday, July 1, 2017. She thanks G. R. Marquez for her work on this project.

**9. Hillcrest Project Updates**

3rd Location of the Blue Water Contract is tabled pending review by the Hillcrest Parking Committee.

UCPD Staff reviews plans for outreach at the 2017 Pride Parade.

**Motion to Approve adopting the proposed timeline for Phase 1 of the Wayfinding signage project: Kiosk and signage on existing poles. cut reviews and to synchronize all neighborhoods to this document format:**

Introduced by C. Moreno; seconded by T. Gahagan

**Vote for Approval:** Unanimous

**Vote Against Approval:** 0

**Abstain:** 0

**Motion Passes:** (9-0-0)

**10. Bankers Hill Project Updates**

C. DeMoville updates the board on the current status and timelines developed for the Bankers Hill Meter consistency project, as well as the preliminary count of the Residential Parking Permit survey.

**11. Neighborhood Committee Updates**

G. Trussell comments the requested angled parking in IRR along Chalmers is ready to initiate, and she will be working with T. French to begin that process.

***ADJOURN- Next Meeting scheduled for August 14th, 2017 at the same time & location.***



**UPTOWN COMMUNITY PARKING DISTRICT**

**Board of Directors**

**Meeting Minutes**

July 10, 2017; 5:00 PM – 6:30 PM  
Joyce Beers Community Center – The HUB  
3900 Vermont Street San Diego, CA 92103

**1. Establishment of Quorum, Call to Order and Introductions  
(ORDER CALLED: 5:09pm)**

Board Members Present: Roy Dahl, Cecelia Moreno, Tim Gahagan, Natalie Villegas, Char Lou Benedict, John Knoll, Linda Saltzman

Board Absences (Excused): Ben Nicholls, Susan McNeil Schreyer, Selina Stockley, Megan Garth, Doug Scott, Tom Fox

UCPD Staff Present: Gerrie Trussell, Chris DeMovile, Marc Marconi

City of San Diego Staff Present: Brittany Bailey, Tanner French

**2. President's Report**

Vice President R. Dahl gives the Presidents report: UCPD is setting up programs to be ready for the next city advance. G. Trussell has reviewed the monthly finances and verified there is enough operational capitol to last until that advance arrives in September/October.

**3. Non-Agenda Public Comment**

B. Bailey of Councilmember Chris Wards office reviews her offices upcoming goals and objectives. She shares the month of August is legislative recess, and two controversial issues (Marijuana & Short-term vacation rentals) will be before Council in September. She also shares Councilmember Ward's office has organized a clean-up of Maple Canyon on August 26<sup>th</sup>, 2017.

**4. Consent Agenda, item A-B-C-**

**Motion to Approve (A)July 2017 Minutes, (B)May 2017 Financials, and (C)June 2017 Financials**

Introduced by C.L. Benedict; seconded by R. Dahl

**Vote for Approval:** 6

**Vote Against Approval:** 0

**Abstain:** 1 (R. Dahl)

**Motion Passes:** (6-0-1)

**5. SANDAG Bike Lanes**

Many UCPD board members have expressed concern about SANDAG's reluctance to share plans regarding the Hillcrest portion of the 4<sup>th</sup> & 5<sup>th</sup> Ave Uptown bikeway.

There is also concern with recent news reports regarding SANDAG overestimating project revenue and internal turmoil at SANDAG.

UCPD board members would like SANDAG to present the plans for the 4<sup>th</sup> & 5<sup>th</sup> Ave bikeways at a UCPD Board of Directors meeting.

C.L. Benedict notes SANDAG has presented to the Bankers Hill Neighborhood Parking Committee and shared specific plans for the pedestrian safety enhancements that have been approved for the Bankers Hill portion of the 4<sup>th</sup> & 5<sup>th</sup> Ave bikeway.

Several UCPD Board Members would like to see these presentations at the full board level, instead of

just at the neighborhood committee level.

***R. Dahl directs UCPD staff to try to set up a meeting to get more information, as well as to schedule a presentation at a future UCPD Board of Directors meeting.***

## **6. Mission Hills Project Updates**

G. Trussell reads a statement from S. McNeil Schreyer: “The Mission Hills Parking Advisory Committee voted unanimously in favor of foregoing any wayfinding signs in Mission Hills, and will seek other opportunities to help drivers find public parking.”

## **7. Hillcrest Project Updates**

**To Allocate up to \$10,000.00 to promote the Park Free at the DMV & Hillcrest Public Valet, with the money to be spent after the City pays the operating advance for FY2018**

Introduced by L. Saltzman; seconded by N. Villegas

**Vote for Approval:** UNANIMOUS

**Vote Against Approval:** 0

**Abstain:** 0

**Motion Passes:** (7-0-0)

T. Gahagan comments: Not getting the funding for the promotion campaign, during the projects three-month evaluation period and putting this off due to funding issues, is problematic. The HPC voted to revisit projects to assess whether the valet program and Lunch Loop are providing a significant return on investment, and assessment can only occur after this program has been fully marketed. M. Marconi responds he has been advertising and conducting outreach on foot to businesses in the area.

M. Marconi updates the board on the top 10 Hillcrest project priorities he has identified and reviewed with City Engineers. UCPD & City staff conducted site visits.

T. French reports City Staff is currently reviewing the already approved projects.

There are questions from the board as to whether the University Gap Bikeway Project is under the purview of the City’s Economic Development Department.

T. French responds he is aware of the project and it is under the direction of B. Genovese of Transportation & Storm Water.

B. Bailey confirms that B. Genovese is developing the Gap Project under the mayor’s direction, and he will be working with T. French to initiate the angled parking changes on Essex. This area is scheduled for re-pavement in January as well, and they put the re-pavement off to allow for additional foot and vehicle traffic during the holidays.

The intent is to angle the parking on those blocks simultaneously with the scheduled re-pavement.

G. Trussell promises UCPD staff will add a priority star to Gap and will follow up.

G. Trussell also notes she has delayed the Hillcrest wayfinding signs, due to funding and the HPC has reviewed, revised and developed the content for wayfinding signs and locations.

M. Marconi presents the approved Lunch Loop trifold C. Moreno notes there are mistakes on the trifold, including a letter “t” on her business’s phone number and Pieology is no longer in business.

M. Marconi & G. Trussell confirm these were all cross referenced and verified by the listed business before going to print.

### 8. Bankers Hill Project Updates

C. DeMoville notes the Bankers Hill Neighborhood Parking Committee was in recess during the month of August. He has been reviewing the Surveys from the RPP, and wants to review with the BHNPC in September before presenting to the UCPD Board. He provides a memo featuring the Compliance & Financial Review for the RPP Survey. This information is available in PDF form via email – [chris@parkuptownsd.org](mailto:chris@parkuptownsd.org)

G. Trussell notes she is considering this review as a pilot protocol for use in other survey work.

C. DeMoville also provides updates on the Bankers Hill Meter Consistency Project, and the potential angled parking UCPD & City Staff reviewed

Several Board Members ask questions about the maps provided in the board packet. There is concern the Chen Ryan maps using specific colors are hard to distinguish.

G. Trussell notes the consultant was asked to revise the colors but the new colors are still not easily distinguishable. The copies provided appear to be off color, and toner may be running low in the building's copy machine.

C. DeMoville promises to follow up with the consultants who provided this map, and request one that features better color distinction of the noted parking gains.

### 9. IRR Project Updates

**Motion to Approve \$30,000.00 for Winder Street curb and crosswalk repair. The \$600K project is also being funded by TransNet and Department of Transportation dollars.**

Introduced by C. L. Benedict; seconded by C. Moreno

**Vote for Approval:** Unanimous

**Vote Against Approval:** 0

**Abstain:** 0

**Motion Passes:** (7-0-0)

The Chalmers Street Parking reconfiguration is scheduled. Converting parallel to head in and should increase by 10+ spots. This was previously surveyed but there may be the ability to include the block west of Columbia, T. French is doing an assessment.

Other Phase One, priority improvements were approved by the IRR PAC including directional wayfinding signage, curb repairs and a stop sign at Chalmers to serve as a traffic calming measure.

Funding to be spent after the City pays the operating advance for FY2018.

### **Motion to Adjourn:**

Introduced by C. L. Benedict; seconded by T. Gahagan

**Vote for Approval:** Unanimous (7-0-0)

***ADJOURN- Next Meeting scheduled for September 11th, 2017 at the same time & location***

**1. Establishment of Quorum, Call to Order, and Introductions  
(ORDER CALLED: 5:06pm by Vice President, Roy Dahl.)**

Board Members Present: Ben Nicholls, Roy Dahl, Cecelia Moreno, Susan McNeil Schreyer, Tim Gahagan, Linda Saltzman, Natalie Villegas, Doug Scott, John Knoll, Tom Fox,

Board Absences (Excused): Selina Stockley, Megan Garth, Char Lou Benedict

UCPD Staff Present: Gerrie Trussell, Chris DeMovile, Marc Marconi

City of San Diego Staff Present: Brittany Bailey, Tanner French, Elizabeth Studebaker, Genoveva Romero-Marquez

SANDAG Staff Present: Linda Culp, Chris Kluth, Brandy Switzer

Public Present: Jeff Kawarski, Laura Bader

**2. Presidents Report  
(Delayed until 5:47pm)**

B. Nicholls reports UCPD is currently operating on limited funds, and is unable to implement any new action items due to the slow and convoluted City funding/reimbursement process.

E. Studebaker responds both UCPD and the City of San Diego have had staffing changes this year, which caused delays to City Council on both sides. She apologizes, and offers the process will be streamlined next year. She also states the Operating Advance amount can be renegotiated.

**3. Non-Agenda Public Comment**

B. Bailey from Councilmember Chris Wards office notes the current issues up for review before council; homeless outreach, marijuana sale process and short-term rentals.

E. Studebaker comments the Fiscal Year 18 budget will be discussed by City Council tomorrow, September 12<sup>th</sup>, 2017. UCPD Executive Director Gerrie Trussell will represent UCPD.

**4. Consent Agenda, item A-B**

(MOTION: to approve (A) August 2017 Minutes & (B) July 2017 Financials; J. Knoll /T. Fox

VOTE FOR APPROVAL: 8

VOTE AGAINST APPROVAL: 0

ABSTAIN: 1 (D. Scott)

**Motion Passes: (8-0-1)**

**5. SANDAG Bike Lane Overview**

L. Culp of SANDAG reviews the GO Bike slide presentation including visual representations of the Bankers Hill portion of the previously approved pedestrian safety enhancements. She notes this project results in losing 23 parking spaces from Hillcrest, while adding 41 parking spaces to Bankers Hill, for an Uptown Community Parking District net gain of 18 parking spaces.

**(B. Nicholls arrives: 5:22pm)**

B. Nicholls asks if the project as proposed would still result in a loss of parking in Hillcrest. He also notes that San Diego County Supervisor R. Roberts in his role as a SANDAG board member directed SANDAG to work with the business community to mitigate parking loss, and asks what specifically they have done to meet that directive.

L. Culp responds the current estimate regarding parking losses in Hillcrest is up to date, and SANDAG is working with the City staff to refine the bikeways design.



B. Nicholls asks if specific design documents are available for the public to see via a public records request.

L. Culp answers she is not sure and offers to follow up. She states one of SANDAG's goals is to mitigate parking loss. She also notes the plans are premature and in draft form.

B. Nicholls and C. Moreno state Hillcrest UCPD board members are concerned with the lack of specific details for the Hillcrest portion of the Bikeways project.

D. Scott states SANDAG has been very detailed with specifics regarding the Bankers Hill portion of the Bikeways.

C. Moreno asks L. Culp if SANDAG considers ADA compliance with the current design.

L. Culp verifies SANDAG has ADA specialists working along with the design team.

#### **6. City Attorney Parking Use of Funds Memo**

G. Trussell reviews the memo, stating the City Attorney's position hasn't changed, and the latest memo reinforces past City Attorney decisions with regards to use of funds which allows for "extraordinary maintenance" projects. Elisabeth Studebaker confirms the memo is based on existing decisions and concurs.

#### **7. UCPD Elections**

G. Trussell reviews the upcoming election protocol with the board for each community.

Hillcrest & Bankers Hill= one Business seat and one Residential seat, IRR= one Business seat.

The HBA, HTC, BHCG and the MH BID will collaborate to hold the upcoming UCPD elections.

#### **8. Mission Hills Project Updates**

S. McNeil Schreyer invites members of the Board, staff, and audience to attend the Reynard Way Community Kick-Off on Saturday, September 23<sup>rd</sup>, from 10:00am to 11:30am at the Frame Maker, 3102 Reynard Way.

#### **9. Hillcrest Project Updates**

M. Marconi gives an overview of current Hillcrests projects and Lunch Loop ridership.

#### **10. Bankers Hill Residential Parking Permit Survey Results**

(MOTION: to approve Residential Parking Permit in Bankers Hill, based upon the parameters established in the Chen Ryan report, and to include a 4-hour time enforced parking limit for non-permit holders; D. Scott/T. Fox) G. Trussell explains the City criteria must be met and all RPP survey results will go to the City for review and final determination.

VOTE FOR APPROVAL: 7

VOTE AGAINST APPROVAL: 3 (R. Dahl, B. Nicholls, C. Moreno)

ABSTAIN: 0

**Motion Passes (7-3-0)**

#### **11. International Restaurant Row**

G. Trussell shares update: Chalmers Street work is approved and work orders have been turned into the City for head in parking configurations.

**ADJOURN- (6:31pm) Next meeting on Monday, October 9<sup>th</sup> at the same time and location.**

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

Board Members Present: Ben Nicholls, Roy Dahl, Cecelia Moreno, Susan McNeil Schreyer, Natalie Villegas, Linda Saltzman, Doug Scott, Char Lou Benedict, John Knoll, Selina Stockley

Board Absences: Tom Fox, Megan Garth, Tim Gahagan

UCPD Staff Present: Gerrie Trussell, Chris DeMoville, Marc Marconi

City of San Diego Staff Present: Tanner French, Genoveva Romero-Marquez, Brittany Bailey

Public Present: Miah Earn, Peter Raymond, Eric Fillion

**2. Presidents Report**

B. Nicholls welcomes the newly elected board members and thanks outgoing directors M. Garth, C.L. Benedict and T. Gahagan for many years of service. He reviews the role of the subcommittees & the relevant neighborhood groups for the newly elected members.

**3. Non-Agenda Public Comments**

B. Bailey of Councilmember Chris Wards office reviews her offices current priorities, including a response to homeless issues and the Hepatitis A outbreak.

**4. Consent**

Motion: to approve consent agenda as proposed, to approve the August/September 2017 Minutes; the August 2017 Financials; and the 2017 Audit report. (C.L.Benedict/R. Dahl) (Unanimous)

**5. Elections**

Motion: to ratify election results and to seat Eric Fillion (Hillcrest Business), Miah Earn (Hillcrest Resident), Selina Stockley (IRR Business), and Peter Raymond (Bankers Hill Resident); and to seat Curtis Allen (Bankers Hill Business) when he attends a UCPD Board meeting (C.L. Benedict/R. Dahl) (Unanimous)

*NEW BOARD MEMBERS ARE SEATED. C.L. Benedict moves to public audience (5:15pm)*

**6. Meter Purchase up to \$15,000**

Motion: to allocate up to \$15,000.00 for the purchase of up to 13 parking meters for the east side of the 3800 block of 7th Ave in Hillcrest (C. Moreno/L. Saltzman) (Unanimous)

T. Scott notes that the City does have meters on hand for installation.

R. Dahl and others want single head meters rather than multi-pay stations

**7. Parking Conversion Notice Materials and Postage allocation \$2500.00**

Motion: to allocate up to \$2,500.00 for outreach materials and postage, to be billed to the associated neighborhood. (R. Dahl/M. Earn) (Unanimous)

**8. Deco Bike Station Relocation**

G. Trussell reports that Uptown Planners supports the UCPD staff recommendations regarding these planned relocations.

B. Nicholls and C. Moreno would like to present a motion. UCPD has advised on Deco Bikes in the past and this should be included in the Parking District scope of influence.

G. Trussell promises staff will forward the Deco Bike contract to the Board of Directors. Many on the board indicate that they would prefer this as an action item in the future.

**9. Mission Hills Project Updates**

S. McNeil Schreyer is hosting an updating meeting with KTUA on the Reynard Way study on **DATE** with the chair of the design committee.

**10. Hillcrest Project Updates**

M. Marconi shares information regarding the University Bike lanes and the associated parking relocation. He also notes that valet usage is up 4 percent. He shares some of the memes and other advertisements being developed to promote UCPD projects in Hillcrest.

**11. Bankers Hill Project Updates**

C. DeMerville presents the Phase I parking conversions approved in Bankers Hill, and notes staff is currently working with our City partners to develop outreach maps for neighborhood distribution. He also mentions staff is finalizing language for a business survey in Bankers Hill.

**12. IRR**

S. Stockley reports the IRR valet has parked over 3 thousand cars this year. She is concerned about holes left in the sidewalk following the transition from single meter heads to double meter heads.

*B. Nicholls notes upon adjournment that he would like to have a robust annual report for FY2017, and officer elections will be held at the December meeting.*

**Adjourn (5:50pm) – Next Meeting scheduled for December 11<sup>th</sup>, 2017 at the same time & location**

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

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

Board Absences: Selina Stockley, Eric Fillion

UCPD Staff Present: Gerrie Trussell, Chris DeMoville, Marc Marconi

City of San Diego Staff Present: Tanner French, Elizabeth Studebaker, Brittany Bailey

Public Present: Antonio Arcodia

**2. Presidents Report**

B. Nicholls thanks the members of the board for serving as volunteers over the previous year.

**3. Executive Directors Report**

Motion: to move forward with the Abandoned Driveways RFP, including the East Side of 3700 Robinson and 600 Robinson. (C. Moreno/N. Villegas) (Unanimous)

Motion: to move forward with the Wayfinding RFP for Hillcrest & International Restaurant Row (R. Dahl/L. Saltzman) (Unanimous)

G. Trussell mentions she is going to resubmit the Bankers Hill Walk the Walk sign for redesign to meet Manual on Uniform Traffic Control Devices Standards using the funds remaining on the Graphic Solutions contract.

D. Scott requests that the Wayfinding sign come back into the BHNPC before approval

G. Trussell also notes the City will be paying for new meters to be installed in Hillcrest

*Curtis Allen Arrives (5:17pm)*

**4. Non-Agenda Public Comment**

B. Bailey reports on C. Ward developments including an increase in pay for SD police officers.

**5. Consent Agenda**

Motion: to approve November 2017 Minutes (S. McNeil Schreyer/M. Earn) (Unanimous)

**6. Bankers Hill Business Seat**

Motion: to ratify election results and to seat Curtis Allen (Bankers Hill Business)

(D. Scott/T. Fox) (Unanimous)

**7. Officer Elections**

Motion: to elect board officers as a slate- [B. Nicholls (President), R. Dahl (Vice President), C. Moreno (Treasurer), and S. McNeil Schreyer (Secretary)] (J. Knoll/L. Saltzman)

B. Nicholls notes that Executive Committee meetings are public, and any board members may attend and vote.



## UPTOWN COMMUNITY PARKING DISTRICT

### Board of Directors Meeting Minutes

December 11, 2017; 5:00 – 6:30 PM  
Joyce Beers Community Center – The HUB  
3900 Vermont Street San Diego, CA 92103

#### **8. Annual Report- FY2017**

Motion: to approve FY2017 Annual Report, with all necessary corrections  
(M. Earn/C. Moreno) (Unanimous)

Amendment- please add a cover letter and send to all City Council offices.

#### **9. Committee Project Updates**

UCPD staff updates the board on projects in Bankers Hill, Hillcrest, and International Restaurant Row.

S. McNeil Schreyer updates the board on projects in Mission Hills

**ADJOURN- (5:45pm)** – *Next Meeting scheduled for January 8<sup>th</sup>, 2017 at the same time & location*

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

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

Board Absences: John Knoll

UCPD Staff Present: Gerrie Trussell, Chris DeMerville,

City of San Diego Staff Present: Tanner French, Elizabeth Studebaker, Brittany Bailey

Public Present: Randy Goodson, Tyler Burch

**2. Presidents Report**

B. Nicholls describes work he and G. Trussell have been doing to align the FY18 UCPD budget with the budget document approved at City Council.

**3. Executive Directors Report**

G. Trussell notes recent staff transition and her plan for restructuring staff roles.

**4. Non-Agenda Public Comment**

R. Goodson, a Hillcrest business owner, would like to add diagonal parking at 1226 University Ave, near Uptown Tavern.

B. Bailey introduces T. Burch, an intern in C. Ward's office. T. Burch provides an update from Councilmember Chris Ward's office.

*Eric Fillion Arrives (5:14pm)*

**5. Consent Agenda**

*Motion: to approve December 2017 Minutes (S. McNeil Schreyer/M. Earn) (Unanimous)*

*Motion: to approve October/November 2017 Financials (C. Moreno/S. McNeil Schreyer) (13-0-1[C. Allen])*

**6. Budget revision; FY 18 UCPD Board vs. City Contract**

B. Nicholls shares the changes which need to occur in the UCPD FY18 budget to align it with the document approved by City Council. He notes some projects may have a different total than was previously recorded, to fix accounting errors. No projects will be stopped or defunded through this process. E. Studebaker notes City staff made an error with a spreadsheet formula, and this error has been fixed.

*Motion: to approve FY18 budget revision to coordinate the UCPD budget categories with those used by the City of San Diego (C. Moreno/E. Fillion) (UNANIMOUS)*

**7. FY 18 Mid -Year Project / Operations review**

G. Trussell reviews the mid-year point for projects in the Uptown neighborhoods. She informs the board the Curb Repair RFP cannot move forward due to City of San Diego contract delays of 11 months in the Public Works department and 22 months Streets division.

*Anyone who requires an alternate form of this agenda or to arrange special access needs, please contact the UCPD office, 48 hours in advance. Wheelchair accessibility is located at the rear of the building and parking is available on street. To review documents included with this agenda or any other item, contact the office 48 hours in advance. The office may be reached at: 619-846-5754 or email [gerrie@ParkUptownSD.org](mailto:gerrie@ParkUptownSD.org)*

G. Trussell provides a Mid-year hand-out, identifying the internal activities completed by the UCPD staff. The work relays the oversight of general operations and subcommittee support on behalf of the four neighborhoods in the District and the Executive Committee. The document also contains a detailed completion of community outreach with other community-based organizations and City staff.

**8. FY 19 Budgeting Process**

G. Trussell discusses the current FY19 budgeting process and timelines. She would like to submit the FY19 budget for full board approval at the March 2018 UCPD Board of Directors meeting.

**9. UCPD Board Meeting Change**

G. Trussell notes due to staff error, the UCPD Board meeting time must be changed.

*Motion: to reschedule the UCPD Board of Directors meeting to the 2nd Monday of each month, at the Joyce Beers Community Center, from 3:30 to 5:00pm. (D. Scott/C. Moreno) (UNANIMOUS)*

**10. Committee Project Updates**

Due to time constraints, UCPD staff advises anyone seeking further information on Committee Projects to email staff for updates.

**Adjourn (6:35pm)**

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

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

Board Absences: John Knoll

UCPD Staff Present: Gerrie Trussell, Chris DeMolive

City of San Diego Staff Present: Tanner French, Elizabeth Studebaker, Brittany Bailey

Public Present: Samantha Jones

**2. President's Report**

B. Nicholls thanks everyone for making it to the new 3:30 pm meeting time.

**3. Non-Agenda Public Comment**

B. Bailey updates the committee on the restriping along University Avenue. Crews are planning on beginning at Park Boulevard and making their way west. The estimated start date is the first week of March 2018.

**4. Consent Agenda**

*Motion: to approve January 2018 meeting minutes (S. McNeil Schreyer/B. Nicholls) (UNANIMOUS)*

**5. December 2017 Financials**

G. Trussell notes this was pulled from consent and is an information item. These financials do not reflect the totals reallocated during the January 2018 UCPD Board of Directors meeting. The new numbers will be available next month.

*M. Earn, S. Stockley, T. French, E. Studebaker, & S. Jones arrive (3:37pm)*

**6. 505 Laurel St Valet Application**

*Motion: to approve the valet application at 505 Laurel Street (B. Nicholls/M. Earn) (UNANIMOUS)*

**7. 200 Block of Maple Street**

*Motion: to approve the parking conversion along the 200 block of Maple Street (D. Scott/C. Allen) (UNANIMOUS)*

**8. Stop Sign Installation India Street at Chalmers Street**

*Motion: to support installation of a Stop Sign at the intersection of India Street and Chalmers Street (S. McNeil Schreyer/M. Earn) (11-0-1) (Abstain-C. Moreno)*

**9. Request for City Engineering to begin phase one Normal Street**

*Motion: to organize a working group composed of various community stakeholders, including the Uptown Community Parking District, the City of San Diego, The Uptown Planners, Senator Toni Atkins and KTUA to meet on March 9<sup>th</sup> 2018: to formally request a traffic analysis and changing traffic patterns on Normal Street, in relation to the proposed New Normal project. This plan provides vehicular traffic to continue in both directions.*

*(D. Scott/L. Saltzman) (UNANIMOUS)*



**10. FY 19 Budgeting Process**

G. Trussell reviews the current budget process taking place at the committee level. All committee budgets are due by March 9th, 2018 and will be presented for full Board review and approval by vote, to take place at the March 12th, 2018 UCPD Board of Directors meeting. Trussell will meet with City staff to ensure proper format, consistency and budget templates are strictly observed. All totals will be checked for accuracy.

**11. Committee Project Updates**

C. DeMerville reports that 350 mailings were sent out on February 6th, 2018 to residents and businesses along the

13 blocks currently approved for Parking Conversions in Bankers Hill. He also shares that pedestrian usage studies are being scheduled for several potentially dangerous crosswalks in Bankers Hill.

S. McNeil Schreyer reports that 6 new meters have been installed along Ft. Stockton Street and Hawk Street as part of commercial development requirements.

**Adjourn - 4:52pm**

*(Order called to order at 3:38pm)*

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

Board Members Present: Roy Dahl, Miah Earn, Linda Saltzman, Susan McNeil Schreyer, John Knoll, Natalie Villegas, Peter Raymond, Cecelia Moreno, Eric Fillion

Board Absences: Ben Nicholls, Doug Scott, Curtis Allen, Tom Fox, Selina Stockley

UCPD Staff Present: Gerrie Trussell, Chris DeMoville

City of San Diego Staff Present: Tanner French, Brittany Bailey

**2. President's Report**

President Ben Nicholls is absent. R. Dahl mentions the Normal Street park is currently progressing.

*N. Villegas arrives (3:39pm)*

**3. Executive Directors Report**

G. Trussell asks board members to describe specific projects based upon their neighborhood budget allocations. She describes each neighborhood's specific CIP projects and UCPD projects shared by all communities of Uptown.

T. French notes many of these projects will **NOT** be implemented this year

Many board members would like money to be spent this year on the Normal Street park project.

Trussell relays that she will strongly advocate for all CIP projects to begin in FY 19.

**4. Non-Agenda Public Comment**

P. Raymond would like the City to require more parking from new building developments

T. French notes this issue will be going before City Council.

*B. Bailey arrives (4:02pm)*

B. Bailey notes the company repaving University Avenue and Washington Street has tentatively scheduled a start date of March 26<sup>th</sup>, 2018

**5. Consent Agenda**

January 22nd, 2018 Minutes

December 2017 & January 2018 Financials

*Motion: to approve February 12<sup>th</sup> 2018 meeting minutes, and December 2017/January 2018 Financials (S. McNeil Schreyer/C. Moreno) (UNANIMOUS)*

**6. FY 19 Budget Approval**

See attachment 1-A at end of minutes for proposed allocations

*Motion: to approve FY19 Budget (N. Villegas/E. Fillion) (UNANIMOUS)*

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**7. Committee Project Updates**

C. DeMerville notes pedestrian usage studies are currently underway in Bankers Hill.

G. Trussell thanks T. French and City staff for helping create 8 additional parking spaces in Hillcrest, along University Avenue, in front of Gossip Girl. She also provides an update on the long-requested stop sign in International Restaurant Row, at Chalmers and India streets. The Chair of the Uptown Planners will place the matter on an upcoming agenda.

S. McNeil Schreyer shares the Mission Hills Parking Advisory Committee had a Reynard Way study community update meeting on February 28<sup>th</sup> and Mike Singleton is doing a good job.

**Adjourn        -(S. McNeil Schreyer/R. Dahl)-        4:21pm**

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

Board Members Present: Ben Nicholls, Roy Dahl, Linda Saltzman, Susan McNeil Schreyer, John Knoll, Natalie Villegas, Peter Raymond, Eric Fillion

Board Absences: Cecelia Moreno, Selina Stockley, Miah Earn

UCPD Staff Present: Gerrie Trussell, Chris DeMoville

City of San Diego Staff Present: Tanner French, Elizabeth Studebaker

Public Present: Janelle Hickey

**2. President's Report**

B. Nicholls discusses the FY19 budget process, and his hope this will become standard operating procedure between UCPD and the City.

**3. Executive Directors Report**

G. Trussell thanks everyone for filing form 700. She also reports she has been having a lot of meetings with City of San Diego staff and has been assigned a Deputy Director with DSD to assist with all necessary UCPD permitting.

*E. Studebaker Arrives (3:36pm)*

**4. Non-Agenda Public Comment**

E. Studebaker discusses the City's proposal to expand Free Ride Everywhere Downtown (FRED) into Uptown, and is willing to answer any questions

**5. Consent Agenda**

Motion: to approve March 2018 meeting minutes, and February 2018 Financials (R. Dahl/N. Villegas)  
[Vote for: 11/Vote Against: 0/Abstain: 1 (D. Scott)]

**6. USD Governance Project**

G. Trussell introduces University of San Diego Graduate Student Janelle Hickey

J. Hickey discusses the work she and John Hustleby did on a class project using UCPD as their model organization. The team completed a policy and procedure outline that can work as a companion piece to the UCPD bylaws as "standard operations"

**7. Hillcrest Parking Promotional Campaign CO-OP**

D. Scott asks the members of the Hillcrest Parking Committee (HPC) if they support this promotional campaign. All the HPC members in attendance verify that they do support this expenditure.

Motion: to allocate \$16,000.00 to partner with the Hillcrest Business Association in a joint advertising campaign to promote UCPD parking projects currently underway in Hillcrest (T. Fox/L. Saltzman)  
(Unanimous)

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**8. FY19 Budget Revisions Approval**

Motion: Approve the revised FY19 proposed budget (attached as 1-A) ( R. Dahl/E. Fillion) (Unanimous)

**9. Wayfinding Signage**

G. Trussell reviews responses to the Wayfinding Signage RFP, and recommends moving forward with Coastal Signage at \$175,000.00

Motion: Approve \$175,000.00 to move forward with Coastal Signage (B.Nicholls/E. Fillion) (Unanimous)

Motion: Approve up to \$10,000.00 for Developmental Services Department Permits (R. Dahl/N.

Villegas) (Unanimous)

**10. Committee Project Updates**

C. DeMoville notes the 60-day response window for residents affected by the Phase 1 parking conversion changes identified in Bankers Hill passed on April 7<sup>th</sup>, 2018. He will have a full report on these conversions, as well pedestrian usage studies currently underway, at the May 2018 UCPD board meeting. He also mentions changes coming to UCPD's phone number and website.

G. Trussell- mentions Hillcrest & Get it done App videos to be produced and promoted.

G. Trussell- IRR – Chalmers and India Stop Sign, Approved by Uptown Planners.

S. McNeil Schreyer notes the Mission Hills Parking Advisory Committee will be holding a Reynard Way Community Update after May 1<sup>st</sup> 2018.

**11. Adjourn 4:18pm**

**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)**

*Meeting called to Order at 3:00 pm by Vice President R. Dahl*

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

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

UCPD Staff Present: Gerrie Trussell, Chris DeMoville

City of San Diego Staff Present: Tanner French, Brittany Bailey

Public Present: None

## 2. President's Report

R. Dahl reports B. Nicholls will be late, and he will be running the meeting until his arrival.

## 3. Executive Directors Report

G. Trussell reports staff is preparing for the end of Fiscal Year 2018. She also mentions the HPC has hired a part time employee to fill the marketing specialist role.

G. Trussell thanks T. French for his hard work during the current fiscal year.

*P. Raymond arrives (3:06pm)*

## 4. Non-Agenda Public Comment

S. McNeil Schreyer thanks T. French for his hard work and quick response to calls and emails.

P. Raymond shares some information regarding various neighborhood projects not related to parking.

R. Dahl mentions the HPC will be meeting at this location tomorrow at 6:30pm to discuss the Free Ride proposal.

*N. Villegas arrives (3:11pm)*

## 5. Consent Agenda

Motion: to approve May 2018 meeting minutes, and April 2018 Financials (N. Villegas/L. Saltzman) [Unanimous]

## 6. Community requests

S. McNeil Schreyer asks for all community parking related requests from Mission Hills to be submitted to her for response.

Proposed Community Service Request Form will be posted as amended by D. Scott and S. McNeil Schreyer to change specific verbiage to: ("Current Configuration" to Current Situation;" "Proposed Conversion" to "Proposed Changes")

Motion: to implement the Community Service Request form process as a policy procedure. Staff will respond as a matter of protocol within 24 hours from the time received (D. Scott/C. Allen) [Unanimous]



*B. Nicholls arrives (3:19pm)*

*B. Nicholls takes over the meeting (3:20pm)*

## 7. Grant Writing for Normal Street Park

Motion: to vote in support of SANDAG applying for a CALTRANS grant on behalf of Normal Street in Hillcrest, to implement specific pedestrian amenities along the planned park connected to the Normal Street bikeways (R. Dahl/D. Scott) [Unanimous]

B. Bailey expresses the nature of the proposed relationship between the City, UCPD, and SANDAG. She notes SANDAG staff will not field direct advisement from UCPD board members but will fully participate in community planning meetings. She also confirms a clear Memorandum of Understanding regarding how SANDAG staff interacts with UCPD will be needed and developed moving forward.

Motion: to fund KTUA up to \$9999.00 for grant writing services other services related to Hillcrest/Mission Hills (B. Nicholls/C. Moreno) [Unanimous] (I want to keep this as an open option for MH since there may be other grants than Cal trans it was the intent)

T. French notes Mike Singleton of KTUA has been in contact with city wide Grant Coordinator.

## 8. Executive Committee Report

B. Nicholls shares the process the Executive Committee developed for the first performance review for G. Trussell.

R. Dahl believes this review went very well.

S. McNeil Schreyer mentions there was general agreement between G. Trussell and the Executive Committee regarding her first annual performance review.

G. Trussell notes this was a very helpful and well thought out process. She would like to initiate a compensation review as well.

## 9. Committee Project Updates

C. DeMoville reviews Phase I of the parking conversions planned for Bankers Hill. He notes, the 12 blocks planned for conversion passed the community review deadline on April 7th, 2018. These conversions will add 100 new parking spaces to Bankers Hill.

T. French notes the work orders for these conversions have been drafted and these spaces should be implemented within the next 45 days.

C. DeMoville also reviews the next phase of this project, which will potentially add 41 new parking spaces directly adjacent to the SANDAG Uptown Bikeways along 4th & 5th Avenues. City staff is currently reviewing the diagrams developed by SANDAG and outreach language.

G. Trussell notes Hillcrest will be expanding and rebranding the Hillcrest Lunch Loop as the Hillcrest Shuttle. She also reports Hillcrest will have a new staff person starting this month who will be focused on marketing and social media. She also relays that the Hillcrest Wayfinding Signage will be red and feature the Hillcrest logo.

G. Trussell reports she will be meeting with S. Stockley in International Restaurant Row to discuss signs and colors for the Wayfinding project in that community.

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S. McNeil Schreyer thanks T. French for working to renew parking t's and a meter pay box along Ft. Stockton Drive. She also reports to the board that Questions for Community Feedback were posted in the local Mission Hills newspaper. She has received over 95 responses; 87% were in support of changes proposed by the Reynard Way Transportation and Alternate Modalities study.

**Motion: to Adjourn (3:54pm)**