



## UPTOWN COMMUNITY PARKING DISTRICT

### Board of Directors Meeting Agenda

April 10th, 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** -Ben Nicholls
  
2. **President's Report**
  
3. **Non-Agenda Public Comment**  
Comments are taken on items not on the agenda; time limit of two (2) minutes per speaker
  
4. **Consent Agenda, item A-B (action items)**  
Approval of Minutes – March 2017  
Approval Financials – February 2017
  
5. **Vacant Board Seat (potential action item)**  
Candidate: Brian Casey
  
6. **Review of UCPD Meeting with Councilmember Chris Ward (information item)** -Ben Nicholls  
Meeting to review NAPP program and CP100-18
  
7. **Review of Executive Director Search (information item)**  
Update on current applicants and timeframe
  
8. **Review letter concerning Hillcrest Bike Lane Amenities (action item)** -Marc Marconi  
Letter drafted to SANDAG for board approval
  
9. **Review letter requesting Bankers Hill Pedestrian Amenities (action item)** -Chris DeMoville  
Letter drafted to SANDAG and EDD highlighting specific language in CP100-18
  
10. **FY17 Current Projects Updates (Information Items)** -UCPD Staff  
Hillcrest: Lunch loop, meter installation, angled parking, & marketing, wayfinding  
Bankers Hill: Residential Parking, introduce UCSD intern  
Mission Hills: meter locations timeline  
IRR: green curb timeline
  
11. **City Report (information Item)** -City Staff
  
12. **Neighborhood Committee Updates (information items)** -Committee Chairs

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 front of the building and parking is available on street or nearby lot and garage. 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 [admin@ParkUptownSD.org](mailto:admin@ParkUptownSD.org)

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Balance Sheet**

As of February 28, 2017

	<u>Feb 28, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1050 - Checking	40,670.73
<b>Total Checking/Savings</b>	<u>40,670.73</u>
<b>Other Current Assets</b>	
1240 - City of San Diego Receivable	64,965.00
1920 - Rent Deposit	450.00
<b>Total Other Current Assets</b>	<u>65,415.00</u>
<b>Total Current Assets</b>	<u>106,085.73</u>
<b>TOTAL ASSETS</b>	<u><u>106,085.73</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2300 - City of San Diego Advance	101,762.06
<b>Total Other Current Liabilities</b>	<u>101,762.06</u>
<b>Total Current Liabilities</b>	<u>101,762.06</u>
<b>Total Liabilities</b>	101,762.06
<b>Equity</b>	
3900 - Fund Balance	4,318.88
Net Income	4.79
<b>Total Equity</b>	<u>4,323.67</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>106,085.73</u></u>

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 · San Diego City Reimbursements</b>	29,720.43	361,773.00	237,741.21	2,894,184.00	4,341,849.00
<b>4950 · Interest Income</b>	0.40		4.79		
<b>Total Income</b>	<b>29,720.83</b>	<b>361,773.00</b>	<b>237,746.00</b>	<b>2,894,184.00</b>	<b>4,341,849.00</b>
<b>Gross Profit</b>	<b>29,720.83</b>	<b>361,773.00</b>	<b>237,746.00</b>	<b>2,894,184.00</b>	<b>4,341,849.00</b>
<b>Expense</b>					
<b>5005 · Personnel - 512059</b>					
<b>5010 · Staff</b>	14,764.57	17,480.00	74,169.03	139,840.00	209,774.00
<b>5040 · Payroll Taxes</b>	1,635.95	1,952.00	7,413.89	15,616.00	23,443.00
<b>5045 · Health Benefits</b>	1,060.36	1,148.00	4,451.46	9,184.00	13,783.00
<b>5060 · Contracted Personnel</b>	0.00		9,133.00		
<b>Total 5005 · Personnel - 512059</b>	<b>17,460.88</b>	<b>20,580.00</b>	<b>95,167.38</b>	<b>164,640.00</b>	<b>247,000.00</b>
<b>5200 · General Operations - 512143</b>					
<b>5210 · Rent - Office</b>	825.00	1,832.00	6,600.00	14,656.00	22,004.00
<b>5220 · Telephone/Fax/Cell/Internet</b>	175.55	687.00	1,245.47	5,496.00	8,263.00
<b>5230 · Mtngs/Conf/Dues/Subscriptions</b>	0.00	536.00	116.70	4,288.00	6,444.00
<b>5240 · Printing</b>	30.00	285.00	239.67	2,280.00	3,452.00
<b>5250 · D &amp; O Insurance</b>	0.00	249.00	0.00	1,992.00	3,017.00
<b>5260 · Insurance</b>	859.50	530.00	3,151.50	4,240.00	6,379.00
<b>5270 · Insurance-Workers Compensation</b>	275.50	311.00	637.63	2,488.00	3,744.00
<b>5280 · Postage</b>	12.00	107.00	30.80	856.00	1,310.00
<b>5285 · Legal</b>	0.00	376.00	125.00	3,008.00	4,543.00
<b>5290 · Audit</b>	0.00	727.00	4,000.00	5,816.00	8,756.00
<b>5300 · Accounting</b>	1,310.50	1,703.00	11,657.75	13,624.00	20,451.00
<b>5310 · Office Supplies</b>	114.19	617.00	864.98	4,936.00	7,437.00
<b>Total 5200 · General Operations - 512143</b>	<b>3,602.24</b>	<b>7,960.00</b>	<b>28,669.50</b>	<b>63,680.00</b>	<b>95,800.00</b>
<b>6000 · Outreach/Promotion - 512138</b>					
<b>6030 · Communications</b>	1,614.01	14,599.00	16,914.23	116,792.00	175,201.00
<b>6380 · Community Input Workshops</b>	0.00	590.00	143.02	4,720.00	7,100.00
<b>Total 6000 · Outreach/Promotion - 512138</b>	<b>1,614.01</b>	<b>15,189.00</b>	<b>17,057.25</b>	<b>121,512.00</b>	<b>182,301.00</b>
<b>6500 · Increase Parking Sply - 512110</b>					

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
6210 · Reconfig. On-Street Park/Curb	220.00	11,099.00	3,096.01	88,792.00	133,218.00
6285 · Valet Program	6,550.00	6,193.00	27,050.00	49,544.00	74,325.00
6440 · Universal Validation Program	0.00	4,025.00	0.00	32,200.00	48,325.00
6510 · Off Street Parking Availability	250.00	85,035.00	5,400.28	680,280.00	1,020,432.00
<b>Total 6500 · Increase Parking Sply - 512110</b>	<b>7,020.00</b>	<b>106,352.00</b>	<b>35,546.29</b>	<b>850,816.00</b>	<b>1,276,300.00</b>
6600 · Mnge/Enhance Prk Demand 512110					
6295 · Employee Parking Options	0.00	11,416.00	0.00	91,328.00	137,000.00
6300 · Residential Parking Strategies	10.00	1,666.00	5,645.00	13,328.00	20,000.00
6330 · Wayfinding System	0.00	13,332.00	9,429.58	106,656.00	160,000.00
6625 · Special Event Parking Traffic	0.00	1,666.00	0.00	13,328.00	20,000.00
6685 · Parking Availability/Mobile App	0.00	9,999.00	0.00	79,992.00	120,000.00
<b>Total 6600 · Mnge/Enhance Prk Demand 512110</b>	<b>10.00</b>	<b>38,079.00</b>	<b>15,074.58</b>	<b>304,632.00</b>	<b>457,000.00</b>
6700 · Promote AlternateTransp-512110					
6310 · Shuttle Service/Public Transit	13.30	25,208.00	46,226.21	201,664.00	302,500.00
6320 · Bicycle Infrastructure	0.00	2,915.00	0.00	23,320.00	35,000.00
6350 · Streetcar Investment	0.00	833.00	0.00	6,664.00	10,000.00
6390 · Pedestrian Infrastructure Imprv	0.00	14,410.00	0.00	115,280.00	172,948.00
6410 · Smartcar Infrastructure	0.00	2,582.00	0.00	20,656.00	31,000.00
<b>Total 6700 · Promote AlternateTransp-512110</b>	<b>13.30</b>	<b>45,948.00</b>	<b>46,226.21</b>	<b>367,584.00</b>	<b>551,448.00</b>
6800 · Enhance Parking Improve.-512110					
6215 · Curb Painting/Repair	0.00	8,333.00	0.00	66,664.00	100,000.00
6420 · Extraordinary Maintenance	0.00	89,499.00	0.00	715,992.00	1,074,000.00
6810 · Transit Stops & Routes	0.00	5,000.00	0.00	40,000.00	60,000.00
<b>Total 6800 · Enhance Parking Improve.-512110</b>	<b>0.00</b>	<b>102,832.00</b>	<b>0.00</b>	<b>822,656.00</b>	<b>1,234,000.00</b>
6900 · Contingency - 512153	0.00	24,833.00	0.00	198,664.00	298,000.00
<b>Total Expense</b>	<b>29,720.43</b>	<b>361,773.00</b>	<b>237,741.21</b>	<b>2,894,184.00</b>	<b>4,341,849.00</b>
<b>Net Ordinary Income</b>	<b>0.40</b>	<b>0.00</b>	<b>4.79</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.40</b>	<b>0.00</b>	<b>4.79</b>	<b>0.00</b>	<b>0.00</b>

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - Bankers Hill**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 - San Diego City Reimbursements</b>	7,005.74	111,732.00	49,892.14	893,856.00	1,340,948.00
<b>Total Income</b>	7,005.74	111,732.00	49,892.14	893,856.00	1,340,948.00
<b>Gross Profit</b>	7,005.74	111,732.00	49,892.14	893,856.00	1,340,948.00
<b>Expense</b>					
<b>5005 - Personnel - 512059</b>					
<b>5010 - Staff</b>	4,577.20	7,142.00	20,814.30	57,136.00	85,714.00
<b>5040 - Payroll Taxes</b>	512.44	761.00	1,970.76	6,088.00	9,143.00
<b>5045 - Health Benefits</b>	366.71	428.00	1,495.95	3,424.00	5,143.00
<b>5060 - Contracted Personnel</b>	0.00		4,412.06		
<b>Total 5005 - Personnel - 512059</b>	5,456.35	8,331.00	28,693.07	66,648.00	100,000.00
<b>5200 - General Operations - 512143</b>					
<b>5210 - Rent - Office</b>	274.72	568.00	2,197.76	4,544.00	6,818.00
<b>5220 - Telephone/Fax/Cell/Internet</b>	42.89	284.00	367.89	2,272.00	3,409.00
<b>5230 - Mtngs/Conf/Dues/Subscriptions</b>	0.00	284.00	38.87	2,272.00	3,409.00
<b>5240 - Printing</b>	10.00	155.00	78.68	1,240.00	1,863.00
<b>5250 - D &amp; O Insurance</b>	0.00	133.00	0.00	1,064.00	1,607.00
<b>5260 - Insurance</b>	286.21	89.00	1,049.44	712.00	1,071.00
<b>5270 - Insurance-Workers Compensation</b>	91.74	178.00	212.32	1,424.00	2,142.00
<b>5280 - Postage</b>	4.00	22.00	10.26	176.00	272.00
<b>5285 - Legal</b>	0.00	148.00	41.63	1,184.00	1,786.00
<b>5290 - Audit</b>	0.00	212.00	1,332.00	1,696.00	2,551.00
<b>5300 - Accounting</b>	436.40	903.00	3,882.05	7,224.00	10,843.00
<b>5310 - Office Supplies</b>	38.03	352.00	208.36	2,816.00	4,229.00
<b>Total 5200 - General Operations - 512143</b>	1,183.99	3,328.00	9,419.26	26,624.00	40,000.00
<b>6000 - Outreach/Promotion - 512138</b>					
<b>6030 - Communications</b>	135.40	5,000.00	1,742.06	40,000.00	60,000.00
<b>6380 - Community Input Workshops</b>	0.00	83.00	47.63	664.00	1,000.00
<b>Total 6000 - Outreach/Promotion - 512138</b>	135.40	5,083.00	1,789.69	40,664.00	61,000.00
<b>6500 - Increase Parking Sply - 512110</b>					
<b>6210 - Reconfig. On-Street Park/Curb</b>	220.00	1,666.00	1,058.00	13,328.00	20,000.00

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - Bankers Hill**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
6440 · Universal Validation Program	0.00	166.00	0.00	1,328.00	2,000.00
6510 · Off Street Parking Availability	0.00	2,083.00	0.00	16,664.00	25,000.00
<b>Total 6500 · Increase Parking Sply - 512110</b>	<b>220.00</b>	<b>3,915.00</b>	<b>1,058.00</b>	<b>31,320.00</b>	<b>47,000.00</b>
<b>6600 · Mnge/Enhance Prk Demand 512110</b>					
6295 · Employee Parking Options	0.00	2,083.00	0.00	16,664.00	25,000.00
6300 · Residential Parking Strategies	10.00	1,666.00	5,645.00	13,328.00	20,000.00
6330 · Wayfinding System	0.00	4,166.00	3,287.12	33,328.00	50,000.00
6685 · Parking Availability/Mobile App	0.00	1,666.00	0.00	13,328.00	20,000.00
<b>Total 6600 · Mnge/Enhance Prk Demand 512110</b>	<b>10.00</b>	<b>9,581.00</b>	<b>8,932.12</b>	<b>76,648.00</b>	<b>115,000.00</b>
<b>6700 · Promote AlternateTransp-512110</b>					
6320 · Bicycle Infrastructure	0.00	833.00	0.00	6,664.00	10,000.00
6350 · Streetcar Investment	0.00	833.00	0.00	6,664.00	10,000.00
6390 · Pedestrian Infrastructure Imprv	0.00	5,662.00	0.00	45,296.00	67,948.00
6410 · Smartcar Infrastructure	0.00	833.00	0.00	6,664.00	10,000.00
<b>Total 6700 · Promote AlternateTransp-512110</b>	<b>0.00</b>	<b>8,161.00</b>	<b>0.00</b>	<b>65,288.00</b>	<b>97,948.00</b>
<b>6800 · Enhance Parking Improve.-512110</b>					
6420 · Extraordinary Maintenance	0.00	58,333.00	0.00	466,664.00	700,000.00
6810 · Transit Stops & Routes	0.00	5,000.00	0.00	40,000.00	60,000.00
<b>Total 6800 · Enhance Parking Improve.-512110</b>	<b>0.00</b>	<b>63,333.00</b>	<b>0.00</b>	<b>506,664.00</b>	<b>760,000.00</b>
6900 · Contingency - 512153	0.00	10,000.00	0.00	80,000.00	120,000.00
<b>Total Expense</b>	<b>7,005.74</b>	<b>111,732.00</b>	<b>49,892.14</b>	<b>893,856.00</b>	<b>1,340,948.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**  
**Budget vs. Actual - Hillcrest**  
 July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>4000 · San Diego City Reimbursements</b>	17,737.59	218,993.00	151,189.11	1,751,944.00	2,628,082.00
<b>Total Income</b>	17,737.59	218,993.00	151,189.11	1,751,944.00	2,628,082.00
<b>Gross Profit</b>	17,737.59	218,993.00	151,189.11	1,751,944.00	2,628,082.00
<b>Expense</b>					
<b>5005 · Personnel - 512059</b>					
<b>5010 · Staff</b>	9,012.91	8,750.00	46,150.90	70,000.00	105,000.00
<b>5040 · Payroll Taxes</b>	997.46	1,041.00	4,782.38	8,328.00	12,500.00
<b>5045 · Health Benefits</b>	622.61	625.00	2,453.81	5,000.00	7,500.00
<b>5060 · Contracted Personnel</b>	0.00		3,776.22		
<b>Total 5005 · Personnel - 512059</b>	10,632.98	10,416.00	57,163.31	83,328.00	125,000.00
<b>5200 · General Operations - 512143</b>					
<b>5210 · Rent - Office</b>	445.50	1,148.00	3,564.00	9,184.00	13,786.00
<b>5220 · Telephone/Fax/Cell/Internet</b>	117.31	298.00	738.32	2,384.00	3,584.00
<b>5230 · Mtngs/Conf/Dues/Subscriptions</b>	0.00	222.00	63.02	1,776.00	2,665.00
<b>5240 · Printing</b>	16.20	114.00	137.20	912.00	1,379.00
<b>5250 · D &amp; O Insurance</b>	0.00	94.00	0.00	752.00	1,133.00
<b>5260 · Insurance</b>	464.13	437.00	1,701.81	3,496.00	5,254.00
<b>5270 · Insurance-Workers Compensation</b>	148.77	120.00	344.32	960.00	1,442.00
<b>5280 · Postage</b>	6.48	69.00	16.63	552.00	828.00
<b>5285 · Legal</b>	0.00	214.00	67.50	1,712.00	2,575.00
<b>5290 · Audit</b>	0.00	458.00	2,160.00	3,664.00	5,499.00
<b>5300 · Accounting</b>	707.68	758.00	6,295.24	6,064.00	9,097.00
<b>5310 · Office Supplies</b>	61.66	229.00	556.45	1,832.00	2,758.00
<b>Total 5200 · General Operations - 512143</b>	1,967.73	4,161.00	15,644.49	33,288.00	50,000.00
<b>6000 · Outreach/Promotion - 512138</b>					
<b>6030 · Communications</b>	823.58	8,333.00	12,736.98	66,664.00	100,000.00
<b>6380 · Community Input Workshops</b>	0.00	416.00	77.23	3,328.00	5,000.00
<b>Total 6000 · Outreach/Promotion - 512138</b>	823.58	8,749.00	12,814.21	69,992.00	105,000.00
<b>6500 · Increase Parking Sply - 512110</b>					
<b>6210 · Reconfig. On-Street Park/Curb</b>	0.00	833.00	2,038.01	6,664.00	10,000.00

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - Hillcrest**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
6285 - Valet Program	4,050.00	3,693.00	7,050.00	29,544.00	44,325.00
6440 - Universal Validation Program	0.00	3,693.00	0.00	29,544.00	44,325.00
6510 - Off Street Parking Availability	250.00	82,536.00	4,705.00	660,288.00	990,432.00
<b>Total 6500 - Increase Parking Sply - 512110</b>	<b>4,300.00</b>	<b>90,755.00</b>	<b>13,793.01</b>	<b>726,040.00</b>	<b>1,089,082.00</b>
<b>6600 - Mnge/Enhance Prk Demand 512110</b>					
6295 - Employee Parking Options	0.00	8,333.00	0.00	66,664.00	100,000.00
6330 - Wayfinding System	0.00	8,333.00	5,547.88	66,664.00	100,000.00
6625 - Special Event Parking Traffic	0.00	1,666.00	0.00	13,328.00	20,000.00
6685 - Parking Availability/Mobile App	0.00	8,333.00	0.00	66,664.00	100,000.00
<b>Total 6600 - Mnge/Enhance Prk Demand 512110</b>	<b>0.00</b>	<b>26,665.00</b>	<b>5,547.88</b>	<b>213,320.00</b>	<b>320,000.00</b>
<b>6700 - Promote AlternateTransp-512110</b>					
6310 - Shuttle Service/Public Transit	13.30	25,000.00	46,226.21	200,000.00	300,000.00
6320 - Bicycle Infrastructure	0.00	1,666.00	0.00	13,328.00	20,000.00
6390 - Pedestrian Infrastructure Imprv	0.00	4,166.00	0.00	33,328.00	50,000.00
6410 - Smartcar Infrastructure	0.00	1,666.00	0.00	13,328.00	20,000.00
<b>Total 6700 - Promote AlternateTransp-512110</b>	<b>13.30</b>	<b>32,498.00</b>	<b>46,226.21</b>	<b>259,984.00</b>	<b>390,000.00</b>
<b>6800 - Enhance Parking Improve.-512110</b>					
6215 - Curb Painting/Repair	0.00	8,333.00	0.00	66,664.00	100,000.00
6420 - Extraordinary Maintenance	0.00	24,916.00	0.00	199,328.00	299,000.00
<b>Total 6800 - Enhance Parking Improve.-512110</b>	<b>0.00</b>	<b>33,249.00</b>	<b>0.00</b>	<b>265,992.00</b>	<b>399,000.00</b>
<b>6900 - Contingency - 512153</b>	<b>0.00</b>	<b>12,500.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>150,000.00</b>
<b>Total Expense</b>	<b>17,737.59</b>	<b>218,993.00</b>	<b>151,189.11</b>	<b>1,751,944.00</b>	<b>2,628,082.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - IRR 5 Points**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4000 · San Diego City Reimbursements	4,009.61	13,500.00	27,893.35	108,000.00	162,111.00
<b>Total Income</b>	4,009.61	13,500.00	27,893.35	108,000.00	162,111.00
<b>Gross Profit</b>	4,009.61	13,500.00	27,893.35	108,000.00	162,111.00
<b>Expense</b>					
5005 · Personnel - 512059					
5010 · Staff	561.49	860.00	3,306.94	6,880.00	10,320.00
5040 · Payroll Taxes	60.26	90.00	303.29	720.00	1,080.00
5045 · Health Benefits	32.31	50.00	229.01	400.00	600.00
5060 · Contracted Personnel	0.00		425.94		
<b>Total 5005 · Personnel - 512059</b>	654.06	1,000.00	4,265.18	8,000.00	12,000.00
5200 · General Operations - 512143					
5210 · Rent - Office	56.93	66.00	455.44	528.00	800.00
5220 · Telephone/Fax/Cell/Internet	6.46	73.00	63.05	584.00	880.00
5230 · Mtngs/Conf/Dues/Subscriptions	0.00	20.00	6.77	160.00	240.00
5240 · Printing	1.73	6.00	10.84	48.00	80.00
5250 · D & O Insurance	0.00	18.00	0.00	144.00	225.00
5260 · Insurance	49.85	3.00	182.79	24.00	38.00
5270 · Insurance-Workers Compensation	15.98	9.00	37.00	72.00	112.00
5280 · Postage	0.69	6.00	1.78	48.00	80.00
5285 · Legal	0.00	12.00	7.25	96.00	150.00
5290 · Audit	0.00	12.00	232.00	96.00	150.00
5300 · Accounting	90.30	27.00	803.70	216.00	325.00
5310 · Office Supplies	6.62	26.00	45.73	208.00	320.00
<b>Total 5200 · General Operations - 512143</b>	228.56	278.00	1,846.35	2,224.00	3,400.00
6000 · Outreach/Promotion - 512138					
6030 · Communications	626.99	842.00	1,178.94	6,736.00	10,111.00
6380 · Community Input Workshops	0.00	8.00	8.30	64.00	100.00
<b>Total 6000 · Outreach/Promotion - 512138</b>	626.99	850.00	1,187.24	6,800.00	10,211.00
6500 · Increase Parking Sply - 512110					
6210 · Reconfig. On-Street Park/Curb	0.00	166.00	0.00	1,328.00	2,000.00

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - IRR 5 Points**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
6285 - Valet Program	2,500.00	2,500.00	20,000.00	20,000.00	30,000.00
6440 - Universal Validation Program	0.00	166.00	0.00	1,328.00	2,000.00
<b>Total 6500 - Increase Parking Sply - 512110</b>	<b>2,500.00</b>	<b>2,832.00</b>	<b>20,000.00</b>	<b>22,656.00</b>	<b>34,000.00</b>
6600 - Mnge/Enhance Prk Demand 512110					
6295 - Employee Parking Options	0.00	1,000.00	0.00	8,000.00	12,000.00
6330 - Wayfinding System	0.00	833.00	594.58	6,664.00	10,000.00
<b>Total 6600 - Mnge/Enhance Prk Demand 512110</b>	<b>0.00</b>	<b>1,833.00</b>	<b>594.58</b>	<b>14,664.00</b>	<b>22,000.00</b>
6700 - Promote AlternateTransp-512110					
6310 - Shuttle Service/Public Transit	0.00	208.00	0.00	1,664.00	2,500.00
6390 - Pedestrian Infrastructure Imprv	0.00	416.00	0.00	3,328.00	5,000.00
<b>Total 6700 - Promote AlternateTransp-512110</b>	<b>0.00</b>	<b>624.00</b>	<b>0.00</b>	<b>4,992.00</b>	<b>7,500.00</b>
6800 - Enhance Parking Improve.-512110					
6420 - Extraordinary Maintenance	0.00	5,000.00	0.00	40,000.00	60,000.00
<b>Total 6800 - Enhance Parking Improve.-512110</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>40,000.00</b>	<b>60,000.00</b>
6900 - Contingency - 512153	0.00	1,083.00	0.00	8,664.00	13,000.00
<b>Total Expense</b>	<b>4,009.61</b>	<b>13,500.00</b>	<b>27,893.35</b>	<b>108,000.00</b>	<b>162,111.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - Mission Hills**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4000 · San Diego City Reimbursements	967.49	17,548.00	8,766.61	140,384.00	210,708.00
<b>Total Income</b>	967.49	17,548.00	8,766.61	140,384.00	210,708.00
<b>Gross Profit</b>	967.49	17,548.00	8,766.61	140,384.00	210,708.00
<b>Expense</b>					
5005 · Personnel - 512059					
5010 · Staff	612.97	728.00	3,896.89	5,824.00	8,740.00
5040 · Payroll Taxes	65.79	60.00	357.46	480.00	720.00
5045 · Health Benefits	38.73	45.00	272.69	360.00	540.00
5060 · Contracted Personnel	0.00		518.78		
<b>Total 5005 · Personnel - 512059</b>	717.49	833.00	5,045.82	6,664.00	10,000.00
5200 · General Operations - 512143					
5210 · Rent - Office	47.85	50.00	382.80	400.00	600.00
5220 · Telephone/Fax/Cell/Internet	8.89	32.00	76.21	256.00	390.00
5230 · Mtngs/Conf/Dues/Subscriptions	0.00	10.00	8.04	80.00	130.00
5240 · Printing	2.07	10.00	12.95	80.00	130.00
5250 · D & O Insurance	0.00	4.00	0.00	32.00	52.00
5260 · Insurance	59.31	1.00	217.46	8.00	16.00
5270 · Insurance-Workers Compensation	19.01	4.00	43.99	32.00	48.00
5280 · Postage	0.83	10.00	2.13	80.00	130.00
5285 · Legal	0.00	2.00	8.62	16.00	32.00
5290 · Audit	0.00	45.00	276.00	360.00	556.00
5300 · Accounting	76.12	15.00	676.76	120.00	186.00
5310 · Office Supplies	7.88	10.00	54.44	80.00	130.00
<b>Total 5200 · General Operations - 512143</b>	221.96	193.00	1,759.40	1,544.00	2,400.00
6000 · Outreach/Promotion - 512138					
6030 · Communications	28.04	424.00	1,256.25	3,392.00	5,090.00
6380 · Community Input Workshops	0.00	83.00	9.86	664.00	1,000.00
<b>Total 6000 · Outreach/Promotion - 512138</b>	28.04	507.00	1,266.11	4,056.00	6,090.00
6500 · Increase Parking Sply - 512110					
6210 · Reconfig. On-Street Park/Curb	0.00	8,434.00	0.00	67,472.00	101,218.00

**Uptown Partnership dba: UPTOWN COMMUNITY PARKING DISTRICT**

**Budget vs. Actual - Mission Hills**

July 2016 through February 2017

	<b>Feb 17</b>	<b>Budget</b>	<b>Jul '16 - Feb 17</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
6510 · Off Street Parking Availability	0.00	416.00	695.28	3,328.00	5,000.00
<b>Total 6500 · Increase Parking Sply - 512110</b>	<b>0.00</b>	<b>8,850.00</b>	<b>695.28</b>	<b>70,800.00</b>	<b>106,218.00</b>
<b>6700 · Promote AlternateTransp-512110</b>					
6320 · Bicycle Infrastructure	0.00	416.00	0.00	3,328.00	5,000.00
6390 · Pedestrian Infrastructure Imprv	0.00	4,166.00	0.00	33,328.00	50,000.00
6410 · Smartcar Infrastructure	0.00	83.00	0.00	664.00	1,000.00
<b>Total 6700 · Promote AlternateTransp-512110</b>	<b>0.00</b>	<b>4,665.00</b>	<b>0.00</b>	<b>37,320.00</b>	<b>56,000.00</b>
<b>6800 · Enhance Parking Improve.-512110</b>					
6420 · Extraordinary Maintenance	0.00	1,250.00	0.00	10,000.00	15,000.00
<b>Total 6800 · Enhance Parking Improve.-512110</b>	<b>0.00</b>	<b>1,250.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>15,000.00</b>
<b>6900 · Contingency - 512153</b>	<b>0.00</b>	<b>1,250.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>15,000.00</b>
<b>Total Expense</b>	<b>967.49</b>	<b>17,548.00</b>	<b>8,766.61</b>	<b>140,384.00</b>	<b>210,708.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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

**Board Members Present:** Ben Nicholls, Roy Dahl, Susan McNeil Schreyer, Natalie Villegas, Steve Saars, Tim Gahagan, Selina Stockley, Doug Scott, Tom Fox, Char Lou Benedict, Megan Garth

**Board Absences (Excused):** Cecelia Moreno

**Board Absences (Unexcused):** Roy McMakin

**UCPD Staff Present:** Elizabeth Hannon, Chris DeMolive, Marc Marconi.

**City of San Diego Staff Present:** Elizabeth Studebaker, Brittany Bailey.

**Public Attendees:** Nancy Moors, Ann Garwood, Bill Keller, John Knoll, Toni Duran

## 2. President's Report

B. Nicholls thanks Elizabeth Hannon for her work with UCPD. He and R. Dahl will be supervising staff during this transition period.

## 3. Non-Agenda Public Comment

N. Moors Invites the meeting attendees to a fundraiser she is hosting at her house.

A. Garwood voices her support for a residential parking permit program in Hillcrest.

(M. Garth Arrives (5:06 pm))

## 4. Consent Agenda, item A-B (*Action Items*)

### Motion to Approve February 2017 Minutes and January 2017 Financials:

A. Introduced by S. Saars seconded by S. McNeil Schreyer

i. **Vote for Approval:** UNANIMOUS

ii. **Vote Against Approval:** 0

iii. **Abstain:** 0

B. **Motion Passes:** (11-0-0)

## 5. UCPD Staffing

The Board discusses the different options for Replacing E. Hannon. Some discuss the title of Operations Manager; however, the consensus is to hire an Executive Director. This is supported by many the Board Members due to the quality of applicants the Board is looking to pursue.

## 6. Appointment of Hillcrest Business Representative

Bill Casey, the store owner of Mankind, is being considered for the position. Some from the Board wonder why he isn't in attendance. He had a prior commitment but has been attending Hillcrest Parking Committee meetings.

This item is tabled until next month.

**7. Policy for Committee Procedures and Transcription of Minutes (*Action Item*)**

**Motion to continue recording minutes, and to change minutes' format to discussion summary as opposed to recording transcription.**

- A. Introduced by D. Scott; seconded by S. Saars
  - i. **Vote for Approval:** 8
  - ii. **Vote Against Approval:** 3 (T. Gahagan; S. McNeil Schreyer; B. Nicholls)
  - iii. **Abstain:** 0
- B. **Motion Passes:** (8-3-0)

**8. UCPD Annual Report FY16 (18 Months)**

**Motion to Approve Annual Report for FY16 and Report to City:**

- A. Introduced by R. Dahl; seconded by S. Stockley
  - i. **Vote for Approval:** UNANIMOUS
  - ii. **Vote Against Approval:** 0
  - iii. **Abstain:** 0
- B. **Motion Passes:** (11-0-0)

**9. UCPD FY18 Budget and Action Plan**

**Motion to Approve FY18 Budget and Send to the City for Review:**

- A. Introduced by D. Scott; seconded by N. Villegas
  - i. **Vote for Approval:** UNANIMOUS
  - ii. **Vote Against Approval:** 0
  - iii. **Abstain:** 0
- B. **Motion Passes:** (11-0-0)

**10. Bankers Hill Project Updates and Expense Approvals**

**Motion to Approve 2,000.00 for Bankers Hill Internship Program and 2,000 for Residential Parking Permit Mail Survey**

- A. Introduced by C.L. Benedict; seconded by D. Scott
  - i. **Vote for Approval:** UNANIMOUS
  - ii. **Vote Against Approval:** 0
  - iii. **Abstain:** 0
- B. **Motion Passes:** (11-0-0)

**11. Wayfinding Responses to RFQ**

**Motion to Approve \$21,750 dollars to Authorize Graphic Solutions to move forward on Phase II of the Wayfinding Project:**

**Comments:** *Hillcrest will pay \$700.00 towards the Mission Hills portion of this project.*

- A. Introduced by B. Nicholls; seconded by N. Villegas
  - i. **Vote for Approval:** 10
  - ii. **Vote Against Approval:** 0
  - iii. **Abstain:** 1 (S. McNeil Schreyer)
- B. **Motion Passes:** (10-0-1)

**12. Hillcrest Project Updates**

M. Marconi provides a general update and time frame for the Hillcrest projects

**13. Neighborhood Committee Updates**



April 7, 2017

Uptown Community Parking District

2716 Fifth Ave, #D

San Diego, CA 92103

REG: SANDAG: 4<sup>TH</sup> & 5<sup>TH</sup> Avenue Bikeway

Dear Mariah,

On March 29, at the Hillcrest Parking Committee, SANDAG officials requested input and an indication of funding support for furnishings and maintenance related to their proposed Uptown Bikeway Project. I am writing this letter and forwarding these supporting documents to support applying UCPD funds to pay for engineering and safety upgrades to the Hillcrest section of the 4<sup>th</sup> & 5<sup>th</sup> Avenue Bikeway Project. We believe that San Diego City Council Policy 100-18 clearly authorizes using parking meter revenue as a funding resource for these upgrades and subsequent extraordinary maintenance.

SANDAG has provided general concepts for improvements related to the Hillcrest portion of the 4<sup>th</sup> and 5<sup>th</sup> Avenue SANDAG Bikeway Project. We are open to using parking district funds to pay for the following safety and additional amenities:

- planter boxes
- mid-block lighting
- waste receptacles
- bollards
- stamped/colored concrete
- additional street trees
- landscaping

We commit to fund maintenance of these items.

In order to move forward, we would need to review SANDAG's specific design details on a block-by-block basis with related parking and bike lane modifications indicated. Also, this letter of support should not be construed to support bike lanes in locations that may be subsequently removed from the Uptown Bikeway project. Finally, in order for the Uptown Community Parking District to support any transfer of parking district funds for the Hillcrest portion of the bikeways project, an approval to allocate UCPD funds to the Hillcrest Commercial Maintenance Assessment District to maintain the improvements must also be authorized.

If you have any questions, comments, or suggestions, please feel free to direct them to me via email ([Marc@ParkUptownSD.org](mailto:Marc@ParkUptownSD.org)), or through my direct line, 619-807-3701.



Sincerely,

Marc Marconi  
Hillcrest Project Coordinator  
Uptown Community Parking District

**COPY:**

**ENCLOSED:**

*UCPD Items for Inclusion Memo (1-A);  
City of San Diego Council Policy 100-18 (1-B);  
1/08/16 SANDAG Commitment Letter for Safety Landscaping and Extraordinary Maintenance (1-C).*

**Items for Inclusion:**

The following items 1-7 were listed as Potential Additional Features for Consideration by SANDAG on March 23, 2017. Below is a brief item description, and the relevant section of CP 100-18.

**1. Mid-Block Lighting (2 per block) & Conduit to Install:**

- Council Policy 100-18: Sec. C: Sub. Sec. g:  
*“Providing Pedestrian or vehicular safety, comfort, and convenience, e.g. through activities and improvements which provide separation or enhance safety for pedestrians and vehicles such as wheel stops, curbs, landscaped areas and lighting.”*

**2. Stamped/Colored Concrete:**

- Council Policy 100-18: Sec. C: Sub. Sec. e:  
*“...including, but not limited to, designing and installing: bike and pedestrian amenities (bike parking, corrals, and bike lanes; pedestrian ramps, crossings, pop-outs, sidewalks,...”*
- Council Policy 100-18: Sec.C: Sub. Sec.g:  
*“Providing Pedestrian or vehicular safety, comfort, and convenience, e.g. through activities and improvements which provide separation or enhance safety for pedestrians and vehicles such as wheel stops, curbs, landscaped areas and lighting.”*

**3. Additional Street Trees and landscaping elements:**

- Council Policy 100-18: Sec.C: Sub. Sec.f:  
*“Providing for extraordinary maintenance and landscaping activities’...’which provides a necessary safety barrier between vehicles, bikes, and pedestrians.”*

**4. Waste Receptacles:**

- Council Policy 100-18: Sec.C: Sub. Sec.e:

*“...through activities and improvements including, but not limited to, designing and installing: bike and pedestrian amenities...”*

- Council Policy 100-18: Sec. C: Sub. Sec. g:  
*“Providing pedestrian’...’safety, comfort, and convenience...”*

**5. Bike Racks:**

- Council Policy 100-18: Sec.C: Sub. Sec.e  
*“...including, but not limited to, designing and installing: bike and pedestrian amenities (bike parking, corrals, and bike lanes...”*

**6. Improved Pedestrian Safety Bollard’s**

- Council Policy 100-18: Sec.C: Sub. Sec.e:  
*“...facilitating the use of alternative forms of transportation to reduce parking demand (e.g. Community shuttles, public transit, bicycling, and walking) through activities and improvements including, but not limited to, designing and installing: bike and pedestrian amenities (bike parking, corrals, and bike lanes; pedestrian ramps, crossings, pop-outs, sidewalks),...”*
- Council Policy 100-18: Sec. C: Sub. Sec. g:  
*“Providing pedestrian or vehicular safety, comfort, and convenience, e.g. through activities and improvements which provide separation or enhance safety for pedestrians and vehicles.”*

Hello Mrs. Studabaker,

I am writing this email to follow up on a meeting between UCPD staff, City of San Diego staff, and SANDAG staff that occurred on March 14, 2017. During this meeting we discussed the proposed SANDAG 4<sup>th</sup> & 5<sup>th</sup> Bikeway safety enhancements for Bankers Hill (attached as 1-A).

While we appreciate the City's decision to include many of the additional features, it is our understanding that several of the proposed enhancements denied at that meeting can be justified under CP 100-18. Specifically, those features are benches and colored/stamped concrete. The wording of the attached email from J. Jimenez (2-A), dated 03/17/2017, indicates that the denial of these two enhancements is a subjective opinion on the scope of using parking meter funds as defined by CP100-18.

*"I wanted to confirm that the enhancements such as colored concrete and benches are more aesthetic improvements and that it is difficult to determine the nexus to traffic control and/or parking of vehicles." (Please see attached PDF as item [2-A])*

This email appears to conflict with specific language presented in CP 100-18: Section C, Paragraph 2, Sub section E: which does specify that pedestrian amenities are an appropriate use of funding:

***"Enhancing mobility within the Community Parking District and facilitating the use of alternative forms of transportation to reduce parking demand (e.g., community shuttles, public transit, bicycling, and walking) through activities and improvements including, but not limited to, designing and installing: bike and pedestrian amenities (bike parking, corrals, and bike lanes; pedestrian ramps, crossings, pop-outs, sidewalks, countdown indicators, rectangular rapid flashing beacons); signage; and shuttle stops."***

Our understanding of **amenities** comes from the Merriam-Webster dictionary, which states: *"something that helps to provide comfort, convenience, or enjoyment"*<sup>1</sup> We believe that this definition matches the goal of placing benches, as it will encourage pedestrian mobility and meet the goals of the City of San Diego's Climate Action Plan.

With regards to colored/stamped concrete, we request inclusion of the Bankers Hill Traditional scoring that is mandated under the City of San Diego's street code.

Based upon these findings, we respectfully request a review of the original decision, as it appears to disregard specific language presented by CP100-18. We ask that this review take place with necessary swiftness, as these items must be approved by April 17, 2017 to be included in the scope of work of the SANDAG 4<sup>th</sup> and 5<sup>th</sup> Avenue Bikeway.

Thank you for your time and consideration- please feel free to contact me with any follow up via phone (619) 846-5754 or email (chris@parkuptownsd.org).

Regards,  
Chris DeMoville

---

<sup>1</sup> (Merriam-Webster Dictionary n.d.)



# POTENTIAL ADDITIONAL FEATURES FOR CONSIDERATION

# DRAFT

## NOT FOR PUBLIC DISTRIBUTION

	Estimated Quantity	Estimated Unit Price	Total Estimated Cost* (rounded)
<b>Project Features (One Time Cost)</b>			
Mid-Block Lighting (2 per block) + Conduit to Install	38	\$10,000	\$380,000
Stamped/Colored Concrete at WtW	15,000 SF	\$10	\$150,000
Additional Street Trees at WtW (8 per intersection)	128	\$250	\$38,000
Waste Receptacles (2 per WtW)	38	\$450	\$17,000
Benches (4 per WtW)	76	\$500	\$38,000
Bike Racks (8 per WtW)	152	\$700	\$106,000
		<b>Total</b>	<b>\$729,000</b>
<b>Annual Maintenance Cost</b>			
Labor/Water Truck/Plant Replacement			<b>\$50,000 - \$65,000</b>

\* Costs are ballpark estimates only and will be refined as more information is available