

**UPTOWN COMMUNITY PARKING DISTRICT
Board of Directors Meeting Minutes DRAFT**

July 11, 2016; 5:00 PM – 6:30 PM
Joyce Beers Community Center – The HUB
3900 Vermont Street San Diego, CA 92103

Board Attendees: Doug Scott, Natalie Villegas, Susan McNeil Schreyer, Char Lou Benedict, Tim Gahagan, Roy Dahl, Ben Nicholls, Cecelia Moreno, Selina Stockley

Board Excused Absences: Bruce Reeves, Roy McMakin, Megan Garth, Chris Shaw

Staff: Elizabeth Hannon, Danielle Oloko

Public: Nancy Moors, Bill Smith, Bill Keller, Tami Daiber, Joe Jimenez, Ann Garwood, Adriana Martinez, Bob Martynec

1. Establishment of Quorum, Call to Order and Introductions

Char Lou Benedict

2. President's Report

- Both Bankers Hill and Mission Hills parking committees are dark in August
- C. Benedict encourages positive and respectful communication to enhance our collaborative work.

3. Non-Agenda Public Comment - None

4. Consent Agenda, items A-B (Action Items)

- A. Approval of Minutes –June 2016
- B. June 2016 Financials

Motion: "To move the consent agenda". (B. Nicholls, R. Dahl). Motion Passes: 6-0-2 abstentions, C. Benedict, C. Moreno.

5. State of the District (Information Item)

Elizabeth Hannon, COO

Selina Stockley arrives

- E. Hannon presented highlights of UCPD's, accomplishments over the past three years, current organizational structure, and issues that have left members frustrated along with strengths and weaknesses. The Executive Committee has recommended forming ad-hoc committee to explore alternative structure(s), staffing and board development ideas.
- Volunteers for the ad-hoc committee include S. Stockley, C. Moreno. S. McNeil Schreyer, D. Scott, B. Reeves and R. Dahl (Chairman).

6. Hillcrest Marketing Campaign Expense (Action Item)

Danielle Oloko, Staff

- D. Oloko highlighted marketing objectives and tactics for Access Hillcrest using multiple modes of interaction with the community
 - She gave examples of existing and draft content to be used for Access Hillcrest
 - D. Scott commented that our marketing should include more imagery of bicycles and that we should make these marketing considerations with the residents in mind
 - C. Moreno requests a line item budget and what measurable outcome should be for the campaign
 - B. Nicholls requested the committee should look at ways to measure the effectiveness of the campaign.
- **Motion:** “Approve funding allocation up to \$50k until December, with management oversight via a marketing committee (open to the public) that focuses on serving the retail and restaurant customer groups. The committee should look at ways to measure the effectiveness of the campaign.” (B. Nicholls, R. Dahl). *Motion passed: 8-0-1, C. Benedict.*

7. Comprehensive Parking Management Strategies (Information Item)

Elizabeth

- E. Hannon continues her presentation with an overview of recent data analysis and parking strategies being explored including new meter locations and enhancements, parking meter enforcement hours, progressive pricing, way-finding signage, angled parking, parking lots and structures.
- T. Gahagan suggested that we have a larger conversation with the community to address the progressive pricing at the meters to avoid backlash. B. Nicholls is also concerned that raising the prices will experience public backlash. C. Benedict pointed out that only the 3rd hour and beyond will be raised, to encourage turnover, yet allow longer stays.
- T. Daiber requested the UCPD obtain and review data from other similar communities.
- E. Hannon suggested that Bankers Hill committee is continuing to explore this idea to charge a lower price for the first two hours then increasing rates every one-two hours after that to encourage turnover, but allow those who are not price conscience to stay at the meters longer.

8. Hillcrest Committee Motion to Shift Meter Hours (Action Item) Cecelia Moreno, Vice-chair

Due to low on-street parking occupancy during the morning hours and occupancy greater than 85% at and after 4 PM, recommendation to conduct a pilot project shifting enforcement hours (from 8 AM – 6 PM) to 10 AM – 8 PM.

Selina Stockley had to leave the meeting

- R. Dahl questioned calling the program a “pilot”. J. Jimenez mentioned that this “pilot program” was very successful downtown. It is a temporary program that will be implemented regardless of the word “pilot”. E. Hannon mentioned that calling it a pilot allows you to reverse the policy more easily if it doesn’t work. T. Gahagan requested results of Downtown’s pilot project(s)
- Meter enforcement staff will work later to accommodate the new hours.

- J. Jimenez added that the parking district is allowed to implement these changes advising that extensive outreach (to public and Uptown Planners) is highly recommended.

- **Motion:** *"To shift the meter hour enforcement to 10am to 8pm throughout Hillcrest."* (C. Moreno, B. Nicholls). *Motion Passes: 6-0-2 D. Scott, C. Benedict)*

9. Hillcrest Parking Committee Motion to Purchase

GEM Electric Passenger Vehicles and RFP for Shuttle Service

Cecelia

- B. Nicholls notes that this motion by the Hillcrest committee was created to mirror a similar project downtown. UCPD wouldn't truly purchase or own cars, the City would own them.
- S. McNeil Schreyer asks if UCPD has considered leasing over purchasing the cars. E. Hannon notes that recently a quote for leasing the vehicles was \$1,600 per month while purchase price is around \$25,000 per vehicle including seat belts, safety doors and holders designed for advertising/branding.
- **Motion:** *"Approve funding for two (multi passenger EV vehicles), not to exceed \$100,000 and staff to process request for bids for management of operation of the vehicles with specific contract approval to come back to the board."* (C. Moreno, B. Nicholls). *Motion Passes (7-0-1, C. Benedict)*

10. Staff Updates (Information Items)

Elizabeth

- E. Hannon quickly reviewed FY16 Current Projects and Priorities & Other Updates, highlighting tasks completed since the previous board meeting and asking members to review and provide input on the 50+ projects being managed by staff.
- **District-wide Way-finding Project Stakeholder Group**
Development of stakeholder group with wide-representation from each neighborhood to meet with consultant and review locations, design and scope of signage project needs to be established – no time for larger discussion on this item

City Report (Information Items)

Joe Jimenez, City Traffic Engineer

- J. Jimenez is working with SANDAG to create the notification letters for the angled parking in Bankers Hill. B. Nicholls questioned the timing and who will be handling these notices. J. Jimenez intends to set up a meeting with SANDAG and UCPD (Elizabeth) to review prior to SANDAG creating the maps, notification letters and mailing out to residents on each block.
- S. McNeil Schreyer asked about the traffic study for meter implementation on Washington and the reduction of red curb near the new hydrant on Washington. J. Jimenez informed her that the study is being conducted by a contractor for the City with results TBA, likely August. He advised her that she may contact the City person (S. Celnker) for the red curb reduction to learn more about his stance on the hydrant space.

Adjournment – 6:45 PM
UCPD's next meeting is Monday, July 11, 2016 at 5:00 PM
Joyce Beers Community Center at the HUB in Hillcrest
Transcribed and drafted by Danielle Oloko

Board Attendees: Roy McMakin, Megan Garth, Susan McNeil Schreyer, Cecelia Moreno, Chris Shaw, Char Lou Benedict, Benjamin Nicholls, Natalie Villegas, Roy Dahl, Doug Scott, Tim Gahagan

Board Excused Absences: Bruce Reeves, Selina Stockley

Staff: Elizabeth Hannon, Danielle Oloko

Public: Joe Jimenez, Adriana Martinez, Tom Fox, Bill Keller

1. Establishment of Quorum, Call to Order and Introductions

Tim Gahagan, Vice President called the meeting to order and established quorum.

2. (Vice) President's Report

T. Gahagan asked Tom Fox, Bankers Hill nominee for vacant residential board seat from Bankers Hill Community Group, to introduce himself to the board. Tom's appointment will be considered after he has attended the Bankers Hill Neighborhood Parking Committee September meeting.

Char Lou Benedict arrives and began chairing the meeting.

3. Non-Agenda Public Comment

Adriana Martinez from Councilmember Gloria's office congratulated the District and those who attended the press conference highlighting the Hillcrest sidewalk improvement projects.

4. Consent Agenda,

a. Approval of Minutes –July 2016

b. July financials are pending – Bookkeeping needs to record budget for new fiscal year

Motion: "To move the consent agenda (item a)" (R. Dahl, D. Scott) Motion Passes: 8-0-3 abstentions, R. McMakin, C. Shaw, M. Garth

5. Mission Hills Reynard Way Study

Susan McNeil Schreyer

S. McNeil Schreyer introduced the Mission Hills Reynard Way Study and provided background on the need for this study. Bankers Hill members R. McMakin and D. Scott noted shared boundaries and offered to share in the costs and planning of the study. T. Gahagan suggested Bankers Hill Neighborhood Parking Committee (BHNPC) place the item on its agenda before making a formal offer to join Mission Hills PAC on this study. S. McNeil Schreyer stated Mission Hills PAC would need to consider the offer before she could accept the offer. BHNPC will confer on the possibility of being included in the scope of this project and articulate which streets they may wish to have included. The UCPD Board will need to consider the BHNPC request.

S. McNeil Schreyer will work to develop and RFP to fulfill the procurement process with UCPD.

Motion: "The Mission Hills Parking Advisory Committee seeks funding of up to \$50,000 from its share of the parking meter fund to pay consultant fees to:

1. Study existing parallel parking for more efficient parking stall alignment to include motorcycle parking, accessible parking, curb cuts and red curbs;

2. Study possible pedestrian walkways for the length of Reynard Way;
3. Study possible bike path routes for the length of Reynard Way;
4. Study potential median metered parking along the length of Reynard Way;
5. Study possible safety landscaped median for the length of Reynard Way between Sutter”
(S. McNeil Schreyer, D. Scott) Motion Passes: 10-0-1 abstentions, C. Benedict

6. Organizational Structure Ad-Hoc Update (Information Item) Roy Dahl

Ad-hoc committee is exploring opportunities to improve the board’s organizational structure and function, and consider a code of conduct. Next meeting is being scheduled for August 15th and will include a staffing needs discussion.

7. Hillcrest Shifting of Enforcement Hours (Information Item) Elizabeth

E. Hannon provided an update on next steps the City requires to complete the scoping component and community outreach needed to shift hours to 10 AM – 8 PM Monday-Saturday (except holidays) in Hillcrest.

- Board discussion regarding impacts of enforcement; Outreach will begin once the City completes the scoping work (targeting mid-October). Meters will have stickers and all signs and/or curbs with time-limited parking will be updated.
- January is being targeted for a month long grace period with enforcement officers placing warning notices on cars that are not in compliance after 6 PM; Feb 1 enforcement begins
- The board also asked about the meter installation study for north-side of University and 7th Ave (along with Mission Hills study for north-side of Washington). Joe Jimenez reported that these studies should be complete in August for committee and board review.

8. Hillcrest Stop Signs Installed on Robinson and 8th Ave (Information Item) Elizabeth

The board reviewed a project map and discussed community feedback regarding traffic flow and parking gains; increased traffic congestion during the afternoon rush-hour was noted. A. Martinez from Councilmember Todd Gloria’s office shared “calls to the councilmember’s office have been positive.”

9. FY17 Current Projects and Priorities (Information Item) Elizabeth

The board reviewed Comprehensive Parking Management Strategies including District-wide Wayfinding Signage, upcoming Hillcrest marketing committee meeting, ATT parking gains, Bankers Hill residential permit study, the Hillcrest Parking Structure Forum, the Hillcrest valet service numbers are low and need benchmarks to be set by the HPC with additional items documented in board packets.

10. City Report (Information Item) Joe Jimenez

Projects and policy updates were covered under FY17 Current Projects.

11. Neighborhood Committee Updates (Information Items) Committee Chairs

The next Bankers Hill meeting is September 6 at 5pm which is a change due to Labor Day holiday.

Board Attendees: Susan McNeil Schreyer, Cecelia Moreno, Chris Shaw, Char Lou Benedict, Benjamin Nicholls, Roy Dahl, Doug Scott, Tim Gahagan, Bruce Reeves, Selina Stockley, Megan Garth, Roy McMakin and Tom Fox (once seated)

Board Excused Absences: Natalie Villegas

Staff: Elizabeth Hannon, Danielle Oloko

Public: Joe Jimenez, Ann Garwood, Nancy Moors, Ben Baltic

1. C. Benedict, president established quorum and called the meeting to order at 5:03 PM

2. Bankers Hill Vacant Board Seat Approval

Resident Tom Fox, nomination by Community Group, approved by BHNPC

Motion: “Move to approve Tom Fox’s nomination to the UCPD Board of Directors.” (D. Scott, B. Nicholls) *Motion Passes: 11-0-0*

3. Consent Agenda, item A-C (Action Items)

A. Approval of Minutes –August 2016

B. Approval of July Financials

C. Approval of Required Annual Audit (FY16) - \$4,000 contract to Sonneberg CPAs

Motion: “To move the consent agenda (item A-C.)” (S. McNeil Schreyer, B. Nicholls) *Motion Passes: 11-0-1 (T. Fox)*

4. Organizational Structure Ad-Hoc Update

R. McMakin arrives

R. Dahl provided an overview of the work and progress of the ad-hoc committee. The committee recommendation to the executive committee (who increased the hour allocation) for the board to consider a Hillcrest (only) Project Coordinator & District (wide) Administrative Assistant at 20-25 hours per week.

E. Hannon reviewed the current estimated expenses for personnel as compared to other expenses for projects and operations.

Motion: “To hire a Hillcrest only project coordinator with a salary package not to exceed \$68,000 annually and an administrative assistant for district wide purposes not to exceed 20 hours per week. B. Reeves, R. Dahl *Motion Passes: 13-0-0*

E. Hannon reviewed; the board discussed and agreed to the wording of the Director Agreement and organizational responsibilities. At the next board meeting board members will be asked to sign the agreement. The goal is for enhanced board interaction that will benefit the effectiveness of the organization.

5. Hillcrest Lunch Loop – Service Contract

E. Hannon reviewed the six companies who submitted responses to RFQ and the three that were selected for interview with the selection committee.

The committee recommendation is to enter into contract negotiations with Downtowner, Inc. for an amount not to exceed \$72,000 a year, for Monday-Friday 11:30 – 1:30 service with two 5-passenger electric vehicles; this will also include the mobile application for on-demand service. The board discussed service ride time benchmarks of 10-minute loops; the service area (Robinson – Washington; 2nd – 8th); the shuttle provides an option to access Hillcrest other than driving and parking in the business core; the shuttle is available to all but the target market are the employees, staff and visitors at the hospitals.

The board could consider growing the service (hours, service area and potentially to expand to the other neighborhoods).

Motion: To except that contract (Downtowner, Inc. proposal) \$6,000 per month fee starting in November, continue the old service until November 1st. C.Shaw, C. Moreno; Motion Passes 13-0-0

6. Reynard Way and State Street Study

B. Nicholls left the meeting

D. Scott discussed the proposed BHNPC recommendation to add portions of Reynard Way and State Street that are in Bankers Hill to the UCPD study of Reynard Way in Mission Hills. S. McNeil Schreyer suggested the Mission Hills Parking Advisory Committee first consider this inclusion at their October meeting and the UCPD board hears this item in November.

7. Bankers Hill Meter Installation Project

E. Hannon reviewed the data maps and project highlights seeking board and public input on the idea to install meters (or sign time-limited parking) along 1st Avenue from Date to Laurel; 4th and 5th Avenues, Date Street to Upas Street to include cross streets from 4th to 6th Avenues to bring consistency, turn-over and increase meter utilization to the 85% City goal.

The board discussed the need to receive the community buy-in; the BHNPC shared that their outreach will include all of the community groups, fronting businesses and Uptown Planners; staff will work with consultants to document blocks that have meters only in part of a block, current land uses (residential at present but zoned commercial); J. Jimenez is concerned about proposals that may move meters; the board and public would like to see the cross street metering impacts examined especially for those near older residential buildings.

A. Garwood suggested the UCPD consider residential parking permits include the ability to park at meters without paying the meter fee. The residential permit study is being reviewed by the city - currently defined as west of 2nd Avenue to State Street; Fir Street to Laurel Street for evening enforcement 6 PM – 8 AM; the board discussed the impacts throughout Uptown of cars parking in the neighborhoods and taking ride-share or taxi to the airport. N. Moors shared concerns over the need to implement these projects comprehensively.

The next step is for the BHNPC and staff to refine the recommendations, review with the UCPD board and seek input from community and business groups in the neighborhood.

8. FY17 Current Projects and Priorities

C. Moreno left the meeting

E. Hannon reviewed current projects including:

- District-wide Wayfinding Signage Scoping Project – introductory meeting with 20 participants; next meeting October 18th
- City requested updated meter utilization maps (by early October); this data has not been compiled since the new smart meters were installed in spring 2015; consultant Chen Ryan will be completing these maps for board and city review
- Parking Mobile Applications – apps that scrape data from meters, cameras and cellular phones to provide live parking availability and parking management enhancements; staff to develop white paper for board review
- UCPD Annual Report will now be due at the end of January (change from agreement – will include FY16 and 6-months of FY17 for City Council review
- UCPD financial changes – monthly reports will now will be reviewed 2-months in arrears
- Hillcrest Parking Structure Forum – tentative date for stakeholder discussion of public and public-private facility feasibility is October 12.
- Hillcrest Valet Service Concerns – meeting with current service provider for improved customer service and visibility efforts; HPC to set new markers for success
- Hillcrest Marketing Efforts – new promotions, website and swag underway
- Hillcrest Meter Enforcement hours shifting to 10 AM – 8 PM; goal start date is January with public outreach to be conducted in November / December
- City / SANDAG Construction Projects Impacting Traffic and Parking
- SANDAG Angled Parking Initiative – Bankers Hill – upcoming meeting to begin notification process of fronting properties
- SANDAG Bike-way Design Enhancements – Bankers Hill chosen landscaping palate “B”
- IRR 8-Hour Time-Limited Parking (San Diego Ave) Approved
- Mission Hills traffic analysis on Washington is being reviewed by MHPAC

9. City Report

J. Jimenez reported that the scoping for shifting of Hillcrest enforcement hours is underway (expected to be complete for HPC review mid-October); other items were covered under staff report

10. Neighborhood Committee Updates

- S. Stockley reported that IRR is seeing parking impacts from a City CIP pedestrian improvement project; Stop signs, crosswalks and other traffic calming ideas (impacts from airport car rental returns) are being reviewed with Middletown community group and Uptown Planners
- D. Scott reported that Bankers Hill has added 5-motorcycle parking stalls at Grape and 3rd
- S. McNeil Schreyer reported that the impacts in IRR with the construction are hard on businesses and will impact the Taste of Mission Hills event on October 11th
- C. Shaw for Hillcrest - noted that all items had been covered in staff report.

E. Hannon extended gratitude to the board and the ad-hoc committee for coming together, having difficult conversations on sensitive subjects, finding areas of agreement and implementing changes to board, neighborhood and staff interactions.

Meeting adjourned 6:17 PM

Next meeting is Monday October 10th at 5:00 PM

Minutes transcribed by E. Hannon

1. Establishment of Quorum, Call to Order and Introductions -Char Lou Benedict

Board Attendees: Char Lou Benedict, Tim Gahagan, Cecelia Moreno, Bruce Reeves, Natalie Villegas, Roy Dahl, Ben Nicholls, Chris Shaw, Doug Scott, Tom Fox, Susan McNeil Schreyer

Late Arrivals: Megan Garth, Selina Stockley

Excused: Roy McMakin

Other Attendees: Stephanie Zobitz, Joe Jimenez

UCPD Staff Present: Elizabeth Hannon, Chris DeMoville

2. Consent Agenda, item A-B

A. Approval of Minutes –September 2016

B. Approval Financials – August 2016

• **Motion to Approve Minutes & Financials:**

Introduced by C. L. Benedict: seconded by D. Scott

Vote for Approval: UNANIMOUS, Vote Against Approval: 0, Abstain: 0

Motion Passes: (11-0-0)

(Megan Garth ARRIVES)

3. City of San Diego Public Works Presentation (*Information item*) - Alejandra Zaragoza

Update on pipeline project(s) and construction impacts

- Paving and striping pending 5th Ave, Washington and Lewis
- Waiting on Transport & Storm Water (no date yet, but will provide special notice - City will share information when it is received)
- Next segment will be University from 5th to 9th, date TBA

4. Establishment of Audit Committee (*Action Item*) - Bruce Reeves

To review findings of annual audit for board consideration (November)

- B. Reeves asks for 2 volunteers: C.L. Benedict & T. Gahagan volunteer

5. COO Salary Increase (*Action Item*) -Char Lou

Executive Committee recommends a 5% annual wage increase

• **Motion to Approve 5% wage increase for COO:**

- Introduced by C. L. Benedict: Seconded by T. Fox.
- Vote for Approval: 7 (C. L. Benedict, C. Shaw, M. Garth, D. Scott, T. Fox, B. Reeves, R. Dahl)
- Vote Against Approval: 4 (T. Gahagan, S. McNeil Schreyer, B. Nicholls, C. Moreno)
- Abstain: 1 (N. Villegas)

MOTION PASSES (7-4-1)

(Selina Stockley ARRIVES)

6. Hillcrest Lunch Loop – Service Contract (Action Item) -Elizabeth Hannon

Recommendation to approve annual agreement for electric car shuttle service

• **Motion to Approve Rec Rentals as the vendor to provide Hillcrest Lunch Loop service.**

Contract not to exceed 1 year or \$70,000.00:

- Introduced by C. Shaw: Seconded by R. Dahl.
- Vote for Approval: 11 (C. Shaw, M. Garth, D. Scott, T. Fox, B. Reeves, R. Dahl, T. Gahagan, S. McNeil Schreyer, B. Nicholls, C. Moreno, N. Villegas)
- Vote Against Approval: 0
- Abstain: 2 (C. L. Benedict, S. Stockley)

MOTION PASSES (11-0-2)

7. Bankers Hill Comprehensive Parking Management Plan (Action Item) -Doug Scott

BHNPC Motion for funding approval:

In order to develop a comprehensive Bankers Hill parking management plan, we wish to include the following work to take place concurrently with the existing review: a review of daytime residential parking needs, the residential permit study findings, the angled parking initiative, time limited parking signage, and the consistent metering project. Our goal is to implement a comprehensive plan. Accordingly, the BHNPC approves an allocation (not to exceed) \$5,000 to develop additional mapping and support documentation as required by the City.

• **Motion to Approve BHNPC Funding for a Comprehensive Parking Management Plan.**

Approves an allocation not to exceed \$5,000.00:

- Introduced by D. Scott: Seconded by M. Garth
- **Comments:**
C.L. Benedict: the residential study was submitted to city and they want more details. Make the plan as comprehensive as possible so city will ultimately accept the proposal.
- Vote for Approval: UNANIMOUS
- Vote Against Approval: 0
- Abstain: 1 (C. L. Benedict)

MOTION PASSES (12-0-1)

8. Hillcrest – University Avenue meters and time-limited parking (Action Item) -Elizabeth

HPC reviewed traffic study results and recommends for board review:

University (north side) 10th to Vermont - Recommendation for 2-hour time limited

University (north side) Centre to Park - Recommendation to add meters

• **Motion to Approve 2 hour time limited parking on the North Side of University between 10th Avenue and Vermont St.**

- Introduced by T. Gahagan: Seconded by B. Nicholls
- **Comments:**
R. Dahl: 2 hour time limit, parking turnover average at this location is 1.41 hours. Meters should be consistent and on both sides of the street (B. Reeves supports R. Dahl); J.

Jimenez commented that this block first needs time limited signage before meters can be installed

- Vote For Approval: UNANIMOUS
- Vote Against Approval: 0
- Abstain: 0

MOTION PASSES (13-0-0)

• **Motion to Approve Parking Meters on the North Side of University from Centre St. to Park Ave:**

- Introduced by C. Moreno: Seconded by B. Reeves

• **Comments:**

J. Jimenez: A city ordinance for meters already exists in this location so there is no need to first approve time limited parking.

T. Gahagan reached out to some neighborhood businesses and most of them are against metering that area

S. Zobitz from Marquis Building Management: No parking for 120 possible residents.

Please consider the parking needs of residents before approving meters in this location.

T. Gahagan expressed that it seems insular to consider business needs over resident needs

C. Moreno discussed the new buildings and commercial developments expected in this area

T. Fox: Now is the time to protect our business districts, before parking becomes more of an issue

E. Hannon mentioned that there are many changes like this coming for Hillcrest and Bankers Hill and some underway in IRR and Mission Hills; is the board ready for these decisions? Do we need more data? All agreed that significant outreach is needed.

- Vote for Approval: 7 (C. Moreno, B. Reeves, N. Villegas, T. Fox, B. Nicholls, C. Shaw, S. McNeil Schreyer)
- Vote Against Approval: 1 (T. Gahagan)
- Abstain: 5 (C. L. Benedict, R. Dahl, D. Scott, M. Garth, S. Stockley)

Motion Passes (7-1-5)

9. Board of Directors – Directors Agreements (Action Item)

- Char Lou

Executive Committee recommends approval of agreement to be incorporated when the new board is seated in December

• **Motion to Approve UCPD Board of Directors Director Agreements:**

- Introduced by R. Dahl: Seconded by B. Reeves.

• **Comments:**

S. McNeil Schreyers asked: if you don't sign, you don't get to be on UCPD board? The board generally agreed as the agreement is designed to encourage positive interactions.

(Tim Gahagan LEAVES ROOM)

- Vote for Approval: UNANIMOUS
- Vote Against Approval: 0

- Abstain: 1 (T. Gahagan)

Motion Passes (12-0-1)

10. FY17 Current Projects and Priorities Updates (*Information Items*)

-Elizabeth

Review of items not on the agenda with full report in Board packets

- Hillcrest Parking Structure Forum – new scope being developed
 - More research needed on relevancy
- Hillcrest Valet Service & Marketing – HPC considering new approaches
 - Moving forward with visibility and need to set performance measures
 - Lunch loop move forward with Rec Rentals Contract
- Bankers Hill Time-Limited Parking Study (Front and Kalmia) is underway
- Bankers Hill Residential Permit Study is being reviewed by the City and the BHNPC asked that the consultant review the daytime needs for permits

11. City Report (*Information Item*)

- Joe Jimenez

Projects and policy updates from CPD Traffic Engineer

- Projects accurately covered by staff report
- **Comments:**
 - *R. Dahl: asks Joe Jimenez how city arrives at 85% meter utilization rate.*
 - *J. Jimenez: Utilization rate are based on revenue collected. Any changes to this number would require changing Muni Code or Council Policy 100-18.*

12. Neighborhood Committee Updates (*Information Items*)

- Committee Chairs

Updates from each neighborhood

- **Hillcrest:** parking/lunch shuttle
- **Mission Hills:** meeting on Oct. 19 with MHPAC to review Reynard Way and other items, invited D. Scott and others (most are unable to attend)
- **BH:** Restriping is currently underway on 6th Avenue.
- **IRR:** no updates.

ADJOURN

Next meeting is Monday November 13th at 5 PM

Transcribed by C. DeMoville

1. Establishment of Quorum, Call to Order and Introductions

-Char Lou Benedict

- **Board Attendees:** Roy Dahl, Chris Shaw, Bruce Reeves, Tom Fox, Natalie Villegas, Megan Garth, Roy McMakin, Char Lou Benedict, Tim Gahagan, Selin Stockley, Susan McNeil Schreyer, Cecelia Moreno
- **Other Attendees:** Steve Saars, Peter Raymond, John Knoll, Kurt Buecheler, Joe Jimenez
- **UCPD Staff Attendees:** Elizabeth Hannon, Chris DeMoville

2. President's Report

Announcement of officer elections at December meeting

3. Non-Agenda Public Comment

None

4. Consent Agenda, items A-B (Action Items)

Approval of Minutes –October 2016

Approval Financials – September 2016

- **(BOD161104) Motion to Approve Minutes & Financials:**
 - Introduced by R. Dahl: seconded by M. Garth
 - **Vote for Approval:** 11
 - **Vote Against Approval:** 0
 - **Abstain:** 1 (R. McMakin)
 - **Motion Passes:** (11-0-1)

5. Approval of Audit (Action Item)

- Bruce Reeves

Annual audit; no negative remarks - proper accounting procedures are being executed

No remarkable findings from Audit

- **(BOD161105) Motion to Approve Audit:**
 - Introduced by B. Reeves: seconded by C.L. Benedict
 - S. McNeil Schreyer asked about several recommendations contained in the audit draft document which do not apply to UCPD. E. Hannon stated that these are part of a template the firm uses and recommended moving forward as this year's draft has been reviewed for approval by the audit committee.
 - **Vote for Approval:** 12
 - **Vote Against Approval:** 0
 - **Abstain:** 0
 - **Motion Passes:** (12-0-0)

6. Board Elections - Recommendations for Board Seats (Action Item)

- Char Lou

Bankers Hill Business – Doug Scott;

Hillcrest Business – Cecelia Moreno, Ben Nicholls, Steve Saars;

Hillcrest Resident – Roy Dahl

- **(BOD161106) Motion to Approve Recommendations for Board Seats:**
 - Introduced by S. McNeil Schreyer: seconded by C. Shaw
 - C.L. Benedict commented that the HPC and executive committee had reviewed S. Saars business qualifications and found agreement with the bylaws
 - **Vote for Approval:** 11
 - **Vote Against Approval:** 0
 - **Abstain:** 1 (C.L. Benedict)

- **Motion Passes:** (11-0-1)

7. Streetline Presentation (Action Item)

- Kurt Buecheler

Presentation of data collection, live parking availability and assessment tools proposal providing Parker app for those seeking parking; ParkerMap website widget for merchants, BIDS etc and ParkerEdge for UCPD parking management decisions at zero cost to UCPD.

UCPD Board Questions with K. Buecheler answers

- C. Moreno asked why Streetline chose San Diego
Contact made through E. Hannon who has been investigating since late spring
- R. Dahl asked how Streetline intends to make money
Streetline makes money on the back end by selling the data to various vendors like Google, Apple, and auto manufacturers.
- T. Gahagan asked for specifics about how the sensor works
The sensor is placed in 1 spot, but data is 90 percent accurate for each block
They use this to create a probabilistic assessment
- T. Gahagan asked if they have received feedback from other cities using this service regarding accuracy
If Streetline has less than 90 percent accuracy, the system does not promote that block as available
Streetline may also add cameras and on street assessments to observe sensor accuracy
- R. Dahl asked how long it will take to have accurate projections.
2 to 3 months for fixed reports then, over time (6 months) reports become more accurate
- M. Garth asked what the life span of sensors is
Streetline uses 2 models- they have an estimated lifespan of 8 to 10 years using double A lithium batteries
- M. Garth asked how long it would take to get system up and running
Installation takes a week or two after approval; about 4 minutes per sensor; need access to 2 parking spots during install; sensors are installed via Core drill and after install the street remains flush
- R. Dahl asked about permit requirements
Permitting hasn't been a problem in other cities; Streetline asks local organizations to get permits
- R. Dahl asked if J. Jimenez could say a few words or be point person for the permit process.
 - J. Jimenez responded that the city is currently conducting a pilot program with vehicle detection sensors in meters. The city is 3 weeks into that program. They have installed 200 meters with vehicle detection sensors. After pilot, it is the intention of the City to install at most meters
 - K. Buechler responded that Streetline could use these IPS sensors and not install their sensor per block (but city would fund sensors vs Streetline covering the cost)
- C. Moreno asked if it is just for metered parking or for all parking. There are busy parking impacted locations with no meters are present.
Streetline could include non-metered streets, parking garages, surface lots; K. Buecheler would like introductions to contacts as well.
- C. Shaw asked that since Streetline could put in sensors before the city could, would it be hard for them to get a permit?
 - J. Jimenez responded that he can't answer that, permits are handled by a different department.
- S. McNeil Schreyer wants to run it past MHPAC which will not meet again until January 2017.
- C.L Benedict wants to check out what position the city will take
- **(BOD161107) Motion to move forward and finalize a Letter of Intent with Streetline, and to present this letter for official vote at the December 2016 UCPD Board of Directors Meeting**
 - Introduced by T. Gahagan: seconded by C. Moreno
 - **Vote for Approval:** 11
 - **Vote Against Approval:** 0

- **Abstain:** 1 (S. McNeil Schreyer)
- **Motion Passes:** (11-0-1)

8. Mission Hills Meter Installation (Action Item)

-Elizabeth Hannon

Request 422-510 block of West Washington meter installation(s)

- **(BOD161108) Motion to allocate \$2,160.00 to install Meters on the North side of 422-510 block of West Washington, pending the approval of the Uptown Planners.**
 - Introduced by S. McNeil Schreyer: seconded by R. Dahl
 - **Vote for Approval:** 12
 - **Vote Against Approval:** 0
 - **Abstain:** 0
 - **Motion Passes:** (12-0-0)

9. Staffing – Recommend for Chris DeMoville’s Employment (Action Item)

- Elizabeth

Interim administrative assistant since Sep 30

Recommendation for permanent part-time position beginning December 1, 2016

- **(BOD161109) Motion to Hire Christopher DeMoville as UCPD Project Administrator on December 1st, 2016 at \$26,000.00 per year including all Fees.**
 - Introduced by C.L. Benedict: seconded by R. Dahl
 - **Vote for Approval:** 11
 - **Vote Against Approval:** 1 (S. McNeil Schreyer)
 - **Abstain:** 0
 - **Motion Passes:** (11-1-0)

10. FY17 Current Projects and Priorities Updates (Information Items)

-Elizabeth

Review other items not on the agenda with full report in Board packets:

Hillcrest Lunch Loop & Valet Updates

Hillcrest Enforcement Hour Shift Update

Bankers Hill Angled, Meters and Time Limited Parking (2 and 4-hour Zone) Update

Uptown Planners Presentation on December 6, 2016

- E Hannon reviewed the current project list and presented updates as necessary

11. City Report (Information Item)

- Joe Jimenez

- J. Jimenez reported that E. Hannon handled everything in her FY17 Current Projects and Priorities Update.

12. Neighborhood Committee Updates (Information Items)

- Committee Chairs

- Thank you to C. Shaw, whose term ends, for his service on the Board
- Thank you B. Reeves will be giving up his seat after the December meeting

Adjourn

1. Establishment of Quorum, Call to Order and Introductions

-Char Lou Benedict

Board Attendees: Roy Dahl, Steve Saars, Bruce Reeves, Natalie Villegas, Char Lou Benedict, Tim Gahagan, Susan McNeil Schreyer, Cecelia Moreno, Doug Scott, Ben Nicholls

Other Attendees: Bill Keller, Bob Martynec, Simon Andrews, Chris McCampbell, Joe Jimenez

UCPD Staff Attendees: Elizabeth Hannon, Chris DeMoville, Marc Marconi

Board Absences (Excused): Selina Stockley, Roy McMakin, Megan Garth, Tom Fox

2. President's Report

- Signing of 2017 Director's Agreements
- C.L. Benedict in her final meeting as President- thanks the board, especially B.Reeves, T. Gahagan, and S.McNeil Schreyer for their hard work as board officers.
- E. Hannon is seeking advance questions for a question/answer session with Councilmember Chris Ward at the January board meeting.

3. Non-Agenda Public Comment

- None

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

Approval of Minutes –November 2016

Approval Financials – October 2016

- **Motion to Approve Minutes & Financials:**
 - Introduced by N. Villegas: seconded by B. Reeves
 - **Vote for Approval:** 9
 - **Vote Against Approval:** 0
 - **Abstain:** 1 (S. Saars)
 - **Motion Passes**

5. Officer Elections (Action Item)

Annual election of officer positions - seated immediately

- **Board President:**
 - **Nominee- B. Nicholls**
 - Nominated by C. Moreno
 - **Nominee- R. Dahl**
 - Nominated by C.L. Benedict
 - **Vote for B. Nicholls:** 5 (B. Nicholls, C. Moreno, T. Gahagan, S.McNeil Schreyer, N. Villegas)
 - **Vote for R. Dahl:** 4 (R. Dahl, B. Reeves, D. Scott, C.L. Benedict)
 - **Abstain:** 1 (S. Saars)
 - **B. Nicholls Wins**

- **Board Vice President:**

- **Nominee- R. Dahl**

- Nominated by S. McNeil Schreyer:

- **Vote for Roy:** 8 (B. Nicholls, C. Moreno, T. Gahagan, S. McNeil Schreyer, R. Dahl, B. Reeves, D. Scott, C.L. Benedict)

- **Abstain:** 2 (S. Saars, N. Villegas)

- **R. Dahl Wins**

- **Board Treasurer:**

- **Nominee- C. Moreno**

- Nominated by B. Nicholls

- **Vote for C. Moreno:** 10

- **Abstain:** 0

- **C. Moreno Wins**

- **Board Secretary:**

- **Nominee- S. McNeil Schreyer**

- Nominated by C. Moreno

- **Vote for S. McNeil Schreyer:** 10

- **Abstain:** 0

- **S. McNeil Schreyer Wins**

- C.L. Benedict congratulates B. Nicholls and thanks UCPD Staff for all their hard work during her term as president.
- B. Nicholls presides and thanks those who supported him. He shares he will be leaving tonight's meeting early to attend an evening class and he'd like to meet with staff & the executive committee before the New Year.

6. Wayfinding Concept Presentation and Phase 2 Discussion *(Action Item)* **-Elizabeth Hannon**

- S. Andrews, C. McCampbell from Graphic Solutions presented the results of the previous three wayfinding stakeholder meetings.
 - While sign details (colors and destinations) are still being finalized, the stakeholder group has chosen four sign styles that represent the individual neighborhoods, while also maintaining cohesiveness of one Uptown community.
- The board discussed whether or not the signs can be illuminated as well as reflective.
- S. McNeil Schreyer expressed concerns regarding the abbreviations on the mock-up.
- B. Nicholls suggested working on specific details at the next stakeholder meeting.
- E. Hannon asked how the Board would like to approach Phase 2 of this project.
- The price quoted by Graphic Solutions for phase 2 is \$22,900.00 to work with designers to determine specifics and develop a full estimate. Currently, the estimated price range for

implementation is between \$300,000.00 and \$400,000.00 depending on the scope of the final project.

- B. Nicholls asked for anyone who attended the wayfinding meetings to please weigh in on the discussion before moving to a motion.
- D. Scott recommended that this discussion moves to the neighborhood level before a motion to proceed is proposed.
- B. Nicholls asked that each neighborhood parking committee (NPC) weigh in on design, aesthetic, and location.
- D. Scott asked that price be included in that discussion.
- R. Dahl noted that Phase 2 is still a planning phase.
- S. McNeil Schreyer asked whether the next phase cost will be divided as in Phase 1. E. Hannon responded the 2nd phase would be split by neighborhood percentages; the installation phase is based on signs selected for each.
- C. Moreno asked for large maps for each NPC meeting.
- Many on the BOD noted concerns at the cost to move onto phase 2 before discussing the next phase with their respective Neighborhood Parking Committees.
- B. Nicholls shared he sees no need for a motion and suggested Neighborhood Parking Committees discuss locations before the item is placed on agenda for next month.

(B. Nicholls leaves and R. Dahl presides)

- S. Andrews stated in order to implement we need input from the city also.
 - J. Jimenez suggested that since downtown already installed their wayfinding signs, E. Hannon may want to seek input from Ben Verdugo.
- Public Comment by B. Keller - Think about using the signs to help guide and leave each neighborhood by including pointers to highway ramps.
- **Meter Installations & Hillcrest Enforcement Hours Recommendations Process**
 - S. M Schreyer stated that the MHPAC has reached out to the community through the BID, MHTC, MHPAC and with the UCPD provided petition, since March 2016. E. Hannon responded that one resident in this area expressed concerns.
 - T. Gahagan asked E. Hannon why this agenda item was pulled from the Uptown Planners meeting.
 - E. Hannon answered it was pulled because there was a lack of community outreach.
 - C. Moreno asked J. Jimenez to clarify council policy and how the city prefers to move forward.
 - J. Jimenez responded the N. Side of University already had council approval for these meters however the city wants additional community outreach before moving forward.
 - R. Dahl noted this outreach is above and beyond, but the city prefers this approach.
 - S. McNeil Schreyer noted the questions and answers and reasons for pulling the item from the Uptown Planners agenda were focused on Hillcrest and asks J. Jimenez if the Mission Hills segment was also included in the 1970's parking district council policy. J. Jimenez stated he

would have to look into it and get back.

- C. Moreno would like to be sure whenever this is discussed, this earlier establishment of a meter zone is mentioned.
- **MOTION: To have a community forum at the January UCPD Board of Directors Meeting to solicit input from the public on this particular issue to businesses located within 250 feet of the proposed meters.**
 - Introduced by R. Dahl: seconded by C.L. Benedict
 - **Vote for Approval:** 9
 - **Vote Against Approval:** 0
 - **Abstain:** 0
 - **Motion Passes:** (9-0-0)

7. Park Mobile – Validation Program Overview (Potential Action Item)

City's selected pay-by-phone vendor's validation program is reviewed by E. Hannon noting that merchants can buy credits for use at parking meters and set up parameters of their choosing. It is anticipated that the meters will be set up to receive Park Mobile first quarter of 2017. The team from Park Mobile would like an agreement to partner with UCPD for integration of a validation program.

- Hillcrest Parking Committee recommends we implement this as a district wide project.
- R. Dahl mentioned that it is the role of parking committee to get this off the ground.
- C. Moreno discussed the possibility of UCPD contributing to the merchant's launching of the program. The city would have to review CP100-18 compliance.
- D. Scott asked if there is a monetary allocation, and is this just for Hillcrest?
- E. Hannon answered that it would be district wide.
- **MOTION: Ask staff to investigate potential implementation of this App and present this information at the next UCPD Board meeting.**
 - Introduced by D. Scott: seconded by S. Saars
 - **Vote for approval** 9
 - **Vote against approval:** 0
 - **Abstain:** 0
 - **Motion passes:** (9-0-0)

Agenda item 10 is moved to be discussed before Item 9

10. City Report (Information Item)

- Joe Jimenez

- J. Jimenez reported that the project in hillcrest shifting parking enforcement hours to 10am to 8pm. He is waiting for UCPD outreach, HBA and community support before coordinating installation of new signs.

(S.McNeil Schreyer leaves: 6:26)

9. FY17 Current Projects and Priorities Updates (*Information Items*)

E. Hannon reviewed other non-agenda items with full report in Board packets:

- SANDAG Bike-way Update and UCPD role in this project
- The board discussed using UCPD funds towards landscaping maintenance (with City attorney currently reviewing CP100-18 for compliance on other enhancements) along the SANDAG bikeway in Bankers Hill and potentially in other neighborhoods
- The board also discussed changes to the city's car share vendor – (Car2Go) ceasing service December 31st; Zipcar (station to station model) in place now with 2nd vendor likely in first quarter of 2017. The City has installed designated car share spaces north of Washington C. Moreno would like HPC to discuss.
- E. Hannon mentioned previous relations between Streetline and the city of San Diego which need to be investigated further before Streetline (sensors, mobile app and data analysis) Proposal can move to the next phase

11. Neighborhood Committee Updates (*Information Items*)

- Committee Chairs

None

ADJOURN

1. Establishment of Quorum, Call to Order and Introductions

-Ben Nicholls

- **Board Members Present:** Ben Nicholls, Roy Dahl, Cecelia Moreno, Susan McNeil Schreyer, Natalie Villegas, Steve Saars, Tim Gahagan, Selina Stockley, Doug Scott, Roy McMakin, Char Lou Benedict.
- **Board Absences (Excused):** Megan Garth
- **Board Absences (Un-Excused):** Tom Fox
- **UCPD Staff Present:** Chris DeMolive, Marc Marconi.
- **City of San Diego Council & Staff Present:** Councilmember Chris Ward, Joe Jimenez, Brittany Bailey.
- **Public Attendees:** Howard Haimson, Ann Garwood, Nancy Moors, John Knoll, Donna Simon, Chris Shaw, Daniel Geddis, Brian Hess, Bill Keller, Eric Fillion, Mya Rosas, Toni Duran, Kathleen Ferrier, Aindrea Sparks, Aliyah Johnson, Ginell Lucero, Paul Jameson.

2. President's Report

- B. Nicholls reports that UCPD Chief Operating Officer Elizabeth Hannon is currently away on family medical leave. The Executive Committee is meeting with UCPD staff and keeping projects moving while she is absent.
- B. Nicholls notes that the items on next month's Board agenda include clarifying midblock crosswalks and city plans for the bikeway between 5th and Park.

(S. Stockley Arrives, 5:06pm)

3. Non-Agenda Public Comment

Comments are taken on items not on the agenda; time limit of two (2) minutes per speaker

- J. Knoll mentions a Bankers Hill parking problem near his business at the corner of First and Kalmia where commuters are storing their cars and taking away parking from local business. He believes a 4 hour time limit will fix the problem.
- A. Garwood comments that parking for affordable housing in Uptown is getting worse and there is a general lack of off street parking for residents.

(C. Moreno, S. Saars, and N. Villegas arrive, 5:08pm)

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

Approval of Minutes – December 2016

Approval Financials – November 2016

- C.L. Benedict noted financials were not in the emailed meeting notice packets to UCPD board members.
- These items will be included as an action items at the February UCPD BOD meeting.

5. Question/Answer Session with Councilmember Chris Ward

- C. Ward reports he is on day 29 of the job and he is excited to introduce his staff (Brittany Bailey, Tony Dee, and Molly Chase). He is Vice Chair of the Infrastructure Committee. He will be looking to create opportunities for affordable housing and transit oriented development.
 1. B. Nicholls asks a question that the Executive Committee developed: How can you help UCPD use parking funds in a more progressive way?
 - *C. Ward answers that he will begin working to untie the knots that impede UCPD access to relevant funds. He will work with the city attorney's office to explore solutions to easing access to funds for approved projects. He defers to the neighborhoods to make sound decisions with their funding.*
 2. B. Nicholls asks if Uptown will be able to replicate the community grant program that is currently in place in Downtown?
 - *C. Ward answers that he will lean on city staff for more information, but that Downtown is a specific region with its own layer of challenges.*
 - *J. Jimenez comments that City Staff has a contract that is followed after UCPD's reorganization and that city staff is open to working to help establish neighborhood programs.*
 3. B. Nicholls asks if there is anything C. Ward believes UCPD should be working towards?
 - *C. Ward answers that he believes ideas should flow from UCPD to his office, and that he will be UCPD's vehicle in city hall. He will circle back with staff on UCPD projects on a case by case basis.*
 4. T. Gahagan mentions the stumbling blocks that exist regarding access to funds for UCPD, and asks if there is anyway C. Ward and UCPD can streamline the process?
 - *C. Ward answers that he would like to follow up after he receives more information regarding this process.*
 5. R. Dahl comments that parking can be relieved by increasing walkability and pedestrian improvements. He would like to see the City of San Diego improve the walking experience.
 - *C. Ward responds that he'll begin working on that.*
 6. S. Stockley shares lack of lighting issues in International Restaurant Row that can create a dangerous environment for employees and patrons. She asks if there is a way that UCPD and C. Ward can expedite this process?
 - *C. Ward answers that he will work with staff and conduct a focused study to work on that.*
 7. C. Moreno asks C. Ward to explain why the city charges UCPD so much for permits to install signage and hold events that are beneficial to life in the city.
 - *C. Ward answers that he will work on a case by case basis, to justify fees and potentially exempt some fees.*
 8. S. Saars mentions the permitting requirements are stumbling blocks and a huge problem for the wayfinding signage project.

9. R. McMakin mentions the Maple Canyon sidewalk project and why it is justified to use UCPD funds to complete this sidewalk. He would like to find a way to get the city to work with UCPD.
 - C. Ward responds by asking if there is a part of this project that is dependent on SANDAG?
 - R. McMakin responds that this was initially a SANDAG grant; however the funding was moved into the bikeway project. He would like to close the funding gaps left by SANDAG with UCPD funds.
 - B. Nicholls mentions pedestrian needs are an important consideration.
10. D. Scott reviews some of the projects currently in Bankers Hill and he would like to add certain improvements, specifically bulb outs, to the construction plan. He placed a request to include this in construction but heard nothing back from the City and wonders why the city can't add these bulb outs to the pre-approved construction plan?
 - *C. Ward answers that he can check from his office and find out why things were changed.*

PUBLIC QUESTIONS

- B. Keller mentions he sees many empty meters and questions whether or not the City of San Diego is meeting the 85% utilization rate required. He would like to see a focus on meter pricing, and believes there are lots of creative things UCPD & C. Ward can do to alleviate parking impacted communities.
 - *C. Ward comments that one of the things he is interested in discussing is meter pricing and enforcement hours.*
- N. Moors asks about campaign promises C. Ward made to review the parking districts, and whether or not he is going to look for anything specific?
 - *C. Ward answers that he has nothing specific in mind, but it is on his to do list.*
- P. Jameson with Bike San Diego mentions he bikes to work and biking is dangerous within the City of San Diego. He asks if it is possible to expedite the bike lane process to encourage safety and to work with the City Climate Action Plan.
 - *C. Ward answers this is a broad question and he will provide a broad answer. There are many opinions that will require tradeoffs, however he will work with individuals regarding this and his door is always open to stakeholders.*
 - B. Nicholls mentions UCPD will be addressing the bike lane project on next month's board agenda.
- A. Garwood asks for push towards equality for residential parking south of Washington Street. There are many older apartments where street parking is necessary.

6. Recommendation to Hire Chris DeMoville as BHNPC Project Coordinator (Action Item)

COO recommends 25 hours per week as project coordinator (along with 33.3% of administrative work), \$37,000 (includes insurance)

• **Motion: to Approve Recommendation to Hire Chris DeMoville as BHNPC Project Coordinator:**

- Introduced by C.L. Benedict: seconded by N. Villegas
 - **Vote for Approval:** UNANIMOUS
 - **Vote Against Approval:** 0
 - **Abstain:** 0
- **Motion Passes:** (11-0-0)

7. Wayfinding Concept Presentation and Phase 2 Discussion (Action Item)

Results of neighborhood committee meetings and potential for Phase 2

- D. Scott mentions Bankers Hill has already approved 8 Wayfinding signs with the City of San Diego, and that the city has expressed concerns regarding sign clutter in Bankers Hill.
- S. McNeil Schreyer shares the Mission Hills Parking Advisory Committee will be voting on continued participation in the Wayfinding program on 01/11/17.
- **Motion: to Approve Up to \$20,000.00 dollars to move forward with Phase 2 of the Wayfinding Sign Project, excluding Bankers Hill.**
 - Introduced by S. Saars: seconded by C. Moreno
 - **Vote for Approval:** UNANIMOUS
 - **Vote Against Approval:** 0
 - **Abstain:** 0
 - **Motion Passes:** (11-0-0)

8. Meters & Enforcement Hours Recommendations Process (Potential Action Item)

Community information session

Meter Blocks (north-side) 422-510 West Washington, 1000 University and 1700 University Ave

Hillcrest enforcement hours shift (10 AM- 8 PM Mon-Sat)

- M. Marconi gives an update on staff outreach efforts in Hillcrest and summarizes the background data that encourages these meters and the shift in enforcement hours.
- T. Gahagan comments that the time change and meter installation are good ideas, although he does not think putting meters in front of the non-profit center is a good idea.
- M. Marconi gives public testimony from B. Reeves, Hillcrest Hardware owner, in favor of these changes.
- C.L. Benedict questions the accuracy of the consultants maps and notes that the maps and data currently being used do not specify whether the area is primarily business or residential
 - B. Nicholls responds that residential areas in Hillcrest won't be affected by these changes.

PUBLIC COMMENTS:

- H. Haimson of Lawrence Furniture comments he agrees with B. Reeves, and it would be prudent for UCPD to examine adding meters on the East side of 7th Ave between Robinson & University.
-

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

- N. Moors is supportive of the parking meters in these 2 locations, and supports anything the business community wants to do to ease parking access. She also asks the business community to be sensitive to resident needs and she asks R. Dahl to bring this up at the Uptown Planners meeting.
- C. Shaw mentions this will be a windfall for area businesses and he supports the changes. He notes most of these spaces are already zoned as time limited.
- A. Garwood shares many cities along the west coast have residential parking permits close to business and residents deserve parking permits. She also notes these permits will provide the city with additional money and she would like to see UCPD push for this type of program.
- G. Lucero of Starbucks comments she supports these measures, and lots of their parking issues relate to high employee turnover. She also notes that many of her employees can't afford to pay for parking, and that sometimes walking to and from parking in the neighborhoods can be dangerous.
- P. Jameson comments many other options exist beyond parking, employees can take Uber and other rideshare services, and it is problematic to expect free street parking.
- J. Knoll mentions a Parking garage is needed in Bankers Hill, and North Park is a good example of how providing a dedicated parking garage can be beneficial for a community.

9. IRR Banners (*Potential Action Item*)

Replacement Banners for IRR- 14 total banners at \$50.00 each (plus \$25.00 for installation)
\$1050.00 needed for scope of work.

- **Motion: To Approve \$1,050.00 to Update and Install Valet Banners in International Restaurant Row.**
 - Introduced by C.L. Benedict: seconded by D. Scott
 - **Vote for Approval:** UNANIMOUS
 - **Vote Against Approval:** 0
 - **Abstain:** 0
 - **Motion Passes:** (11-0-0)

10. FY17 Current Projects and Priorities Updates (*Information Items*)

-UCPD Staff

SANDAG Bike-way Update, Hillcrest Lunch Loop Service starting in January

- M. Marconi and C. DeMoville provide general updates regarding current projects and priorities being undertaken by UCPD.
- B. Nicholls mentions that the executive committee is currently working with UCPD staff, and any complaints or suggestions be sent to him. He also notes UCPD staff is doing a great job and he has full faith in their ability to complete all tasks assigned to them.

11. City Report (*Information Item*)

- Joe Jimenez

- J. Jimenez reports he will be working with UCPD staff to implement Mission Hills meters and Hillcrest meters and enforcement hours shift and outreach for the SANDAG head in parking changes in Bankers Hill. He will begin to coordinate this process with UCPD staff by the end of January

12. Neighborhood Committee Updates (*Information Items*)

- *Committee Chairs*

- S. Stockley mentions International Restaurant Row put in 8 hour time limited parking, and this has been very successful in removing airport parking in her neighborhood. She also mentions to J. Jimenez she would like to see a bulb out on India St. at Winder St.

1. Establishment of Quorum, Call to Order and Introductions (*Call to order at 5:20*)

- **Board Members Present:** Ben Nicholls, Roy Dahl, Cecelia Moreno, Susan McNeil Schreyer, Steve Saars, Tim Gahagan, Selina Stockley, Doug Scott, Char Lou Benedict, Megan Garth, Tom Fox
- **Board Absences (Excused):** Natalie Villegas, Roy McMakin
- **UCPD Staff Present:** Elizabeth Hannon, Chris DeMolive, Marc Marconi
- **City of San Diego Council & Staff Present:** John Ly, Joe Jimenez, Brian Genovese, Brittany Bailey.
- **Public Attendees:** Bill Keller, Basil Scofidio, Howard Haimsohn

2. President's Report

- B. Nicholls reports that the UCPD financial documents are reviewed at the Executive Committee. This is a forum board & community members are encouraged to attend.
- B. Nicholls invites the committee chairs to bring new projects forward.
- B. Nicholls comments he will follow the Leo Wilson model of hosting community meetings by offering the public opportunities to comment before a motion is proposed.

3. Non-Agenda Public Comment

- B. Nicholls reports that Item 5 on the Agenda is tabled for a future meeting.

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

[UCPD170201] Motion: to Approve UCPD Minutes for December 2016 and January 2017:

- Introduced by S.M. Schreyer: seconded by S. Saars
 - **Vote for Approval:** 9
 - **Vote Against Approval:** 0
 - **Abstain:** 1 M. Garth
- **Motion Passes:** (9-0-1)

T. Gahagan arrives (5:26)

[UCPD170202] Motion: to Approve Approval Financials – Re-stating October 2016, approving November and December 2016:

- Introduced by R. Dahl: seconded by C. Moreno
- Comments:**
 - C. Moreno asks for financials to be withdrawn from consent agenda for explanation.
 - C. Moreno explains a new category has been added to address temporary staffing. The executive committee revised previous financials to apply all expenses for employment services to this new category (was previously shown under “communications”).
 - C. L Benedict notes that it may be appropriate to charge staff time to specific projects, instead of personal as a whole.
 - B. Nicholls will add this to the agenda at the next Executive Committee meeting.
 - **Vote for Approval:** 8
 - **Vote Against Approval:** 1 (C.L. Benedict)
 - **Abstain:** 2 (M. Garth, D. Scott)
- **Motion Passes:** (8-1-2)

5. HBA Nomination for Hillcrest Business Seat on UCPD Board (Action Item)

- The candidate withdrew from nomination

6. City of San Diego University Ave Bike-Lane Project (Action Item)

- B. Genovese reviews the overall scope, history, and phases of the SANDAG bikeway project. He reviews the SANDAG Board's decision to drop the bikeway segment from 1st Ave to 9th Ave. The Uptown Community planning group asked the city to adapt some roads in order to complete the gap from the SANDAG bikeway. He specifies that this City project only addresses the gap from 5th Ave to 9th Ave then continues along University to Park Blvd. This will be implemented as the City finishes street resurfacing on University Ave. between those blocks.
- B. Genovese notes that this project will require removing some on-street parking along University Ave.
- C. Moreno asks if the bike lane will be on both sides of the street, and are both sides part of this specific project.
 - B. Genovese answers that yes, this bike lane will be on both sides of University Ave.
- S. Saars asks the width of the current lanes.
 - B. Genovese answers the existing travel lanes are around 11 feet.
- C. Moreno asks about the width on the south side of the proposed bike lane (5th-6th Ave).
 - B. Genovese answers the bike lane is 5 feet wide on south side, and 6 feet wide on the north side.
- C. Moreno asks for clarity regarding whether or not city buses will need to turn through the bike lane.
 - B. Genovese answers yes, this will be required but it is standard operation.
- C. Moreno and S. M. Schreyer note this specific intersection (5th at University) is frequently congested.
- S. Saars asks if B. Genovese has specific usage counts for this intersection.
 - B. Genovese answers he does not have those numbers.
- B. Genovese comments that between 7th and 8th Ave the City will remove 4 parking spots on the north side and 5 on the south side of University Ave. He notes all parking will be removed from 6th Avenue to Vermont St. He also identifies the specific places where parking could be angled in order to offset parking losses.
- B. Nicholls asks B. Genovese for the specific number of parking gains.
- B. Genovese answers this project will add 14 new parking space on 8th Ave.
- C. Moreno asks how many spots will be added on 7th Ave.
 - B. Genovese responds there will be no net gains on 7th Ave.
- S. M. Schreyer asks if they considered both head in parking changes and angled parking changes.
 - B. Genovese answers driveway locations along 7th Ave present a problem, but they looked at all possible solutions to add parking.
- C. Moreno asks J. Jimenez if 7th Ave is in the meter zone currently under city ordinance.
 - J. Jimenez answers yes, according to research conducted by E. Hannon and M. Marconi, an ordinance for parking meters on 7th Ave currently exists.

- B. Genovese clarifies he is not currently addressing parking meters, and all parking spaces and meter decisions will need to be made by the UCPD board and J. Jimenez.
- B. Genovese notes the geometry of the bridge crossing CA-163 along University Ave is very narrow and will require the bike lane to be shared with cars in that location. He also notes this portion of the bridge is controlled by CALTRANS and will require a permit to change.
- B. Genovese notes on 10th Ave there is a gain of 8 new parking spaces.
 - S. Saars states there will be 7 parking spaces removed from the front of ACE Hardware.
- B. Genovese specifies this will be the last removal of parking caused by this project, as east of this location the roads are wide enough to accommodate the proposed bike lane.
- B. Genovese reviews the directive from the council and mayor's office to offset the 29 parking spaces that would be lost with this project by angling parking near the University project along Essex St., 8th, 9th and 10th Ave.
- B. Nicholls asks B. Genovese to clarify the net gain made by this directive
 - B. Genovese answers the total spaces added will be 24.
- B. Nicholls asks for public comment on this project.

PUBLIC COMMENTS

- H. Haimsohn of Lawrence Furniture comments that instead of saying they're removing three spots, it would be more appropriate for the City to say they are taking three more spots, as there has been a continuous loss of parking in front of his business. He thinks this isn't a well thought out project and the only way this is a safe bike lane is if bikes don't use it. He also questions the fair tradeoff for business owners. What is equitable to business parking needs vs the benefit trade off of building a dedicated bike lane. He commutes along 4th and 5th Avenues and rarely sees more than 1 or 2 bikes a day along lanes painted on 4th and 5th Avenues.
- B. Scofidio of Freelance Salon mentions there are close to 60 to 80 salons in Hillcrest that see a low end of about 3,700 visitors each week. He feels the new parking space locations don't correlate to the lost spaces; and he rarely sees people riding bikes for hair appointments. He also notes many salon services last longer than two hours and adding more parking meters will have a negative impact on these businesses.

UCPD BOARD COMMENTS

- C. Moreno notes that despite early enthusiasm, she can't support this project as it only adds a minimal amount of spaces.
- S.M. Schreyer shares the salon service usage count presented by B. Scofidio is likely low. She is concerned about loss of parking in front of ACE Hardware. She believes the City needs to have a better understanding of challenges in the community before taking action on this proposal.
- B. Nicholls comments that the Hillcrest Business Association (HBA) has been working to get the best bike lanes possible and the HBA focused on the principle that if the City takes

a space, then they should add a space nearby. He identifies with H. Haimsohn and feels badly that his business parking has been repurposed by the City for bus and bike lanes. During the time he has been with the Parking District he has been working to get parking for those residents on Essex St. The 24 parking spaces that will be added to the neighborhood will be appreciated by all.

- T. Gahagan comments that he identifies with audiences concerns and appreciates this attempt to mitigate parking loss.
- R. Dahl notes the SANDAG bike lane will probably occur whether this project moves forward or not. SANDAG won't answer question and can't do their bikeway without the loss of parking in front of ACE Hardware. He points out the proposed pop out on Vermont & Essex St. and notes that while SANDAG won't build this, it would be nice to at least mark it out so cars can't go into that spot. This would be a great addition for pedestrian safety.
- S. Saars comments that he gets the purpose of the bike way, however taking away significant parking spaces off University Ave will add stress to business blocks currently half or fully vacant. As a resident he is concerned this project will push all business parking into residential spaces and this will sacrifice the entire core area. This is not solving the problem, and these two bottlenecks are a big problem. He sees two issues- two dangerous bottlenecks where bikes will be sharing lanes with cars, and pushing business customers into the residential areas. ACE Hardware and Lawrence Furniture are anchor stores keeping other stores open. Unless the City can add more spots he can't support this project.
- S Stockley wonders at what point a fatality is acceptable. She thinks this is a dangerous project and she can't support this due to safety concerns.
- M. Garth feels similarly to S. Stockley. She wonders if bike riders at large support shared traffic lanes. She is also concerned about the loss of parking spaces along University Ave.
- C.L. Benedict wonders why this is an action item?
 - B. Nicholls answers the UCPD Board has the opportunity to make a motion regarding this project.
 - C.L. Benedict is concerned that this moves business parking to residential neighborhoods, and this may lead to a residential parking permit program in the future. She appreciates the efforts made by the City, but doesn't support the project.
- D. Scott tends to park below University Ave when he goes to Hillcrest. If the biking community supports this, has had input and are comfortable with this configuration, then he's okay with the project moving forward.
- T. Fox supports business on University Ave, east of Ace Hardware and notes those businesses rely on street parking. He comments that in 3 to 5 years, there will be a need to add residential spaces and business spaces. This need is going to be exacerbated by these parking losses. He sees a need for the proposed residential spaces while leaving the current business spaces intact.
- B. Nicholls asks if anyone is interested in making a Motion.
- S. Saars asks if this project will actually only add 24 angled spaces?
 - B. Genovese answers that E. Hannon has been asked to address the group regarding other locations UCPD staff has identified for potential parking gains.

- S. Saars comments that he can't support this project as businesses located along University Ave in Hillcrest will be affected right away. He believes City Council and Mayor's staff need to help us add new spaces before this project moves forward.
- R. Dahl supports these added spaces and believes that UCPD can approve this project with the caveat in the Motion that the City assists UCPD in capturing new parking gains that have already been identified.
- C. Moreno responds that those spaces have been identified for over 3 years and the City has failed to prioritize adding them.
- B. Nicholls comments that it sounds like this item is not ready for consideration, and that he was reluctant to add it to the agenda.
- J. Ly of the mayor's office notes that he previously expressed to E. Hannon that the mayor's office is committed to evaluating parking gains that can be made in other locations around Hillcrest. He emphasizes the City needs to verify whether or not the streets can handle these new spaces and begin to petition the residents for approval. He verbally commits to make sure this gets investigated.
 - C. Moreno asks when they will begin this investigation.
 - J. Ly answers that he can't commit to a specific date, but it will happen during the 2017 calendar year.
- B. Bailey of Council Member Chris Ward's office states the Councilmember recognizes how this will impact the Uptown community. Their office has had conversations with E. Hannon and mayor's office, and they have requested implementing these additional spaces as a priority. Tying the two (city and UCPD additional) angled parking projects together may be a mistake when the opportunity exists for a net gain in parking now.
- S. Saars wants commitment for more spaces before saying yes, but is willing to make a motion to put this back on the committee agenda.
- E Hannon comments that notifications to the community regarding the changes to these parking spaces along 8th, 10th and Essex St. have already been distributed by the city. She asks B. Genovese to clarify the timeframe.
- B. Genovese comments that the necessary notices seeking community input on these changes have been mailed and that his office is waiting for community feedback.
- S. Saars asks if the entire Uptown district has been notified.
- B. Genovese answers no, notifications are only sent to residents adjacent to these parking changes.
- B. Nicholls asks if anyone would like to make a motion.

(No Motion offered, B. Nicholls calls the next item)

7. Neighborhood Association Parking Project Program (NAPP)(Action Item)

- B. Nicholls reviews a draft letter to the city expressing his desire to revisit the UCPD offering a NAPP program to associations in Uptown.
- T. Gahagan wonders how this is different than what UCPD does already.
 - BN responds that with the downtown program the subcontracting occurs as part of the budget process, not as part of the bidding process. He notes that the City continues to see a difference between Downtown and Uptown.

PUBLIC COMMENTS

- B. Keller comments that this program worked very well in Little Italy.

UCPD BOARD COMMENTS

- C. Moreno is enthusiastic about this program.
- S. M. Schreyer notes she spent time developing this program last year and believes the changes at the City present an opportunity to gain approval.
- B. Nicholls mentions the City needs to develop this in Uptown to match what has been a successful program in Downtown, and he sees this as a way UCPD can successfully leverage resources.
- R. Dahl notes he was involved with the subcommittee (last year) responsible for developing this program and he considers it well thought out.
- S. Saars, S. Stockley, and M. Garth all offer support.
- C.L. Benedict is concerned there is no Business Improvement District (BID) in Bankers Hill. She asks if other organizations will have access to this program. She doesn't object to the idea, just management of projects and BIDs, but she does support sending a letter.
- D. Scott has concerns for how UCPD would monitor these subcontractors.
- T. Fox asks if this is in conjunction with a Maintenance Assessment District (MAD)
 - B. Nicholls answers it can be in conjunction with any neighborhood organization that applies for consideration to the full UCPD board.
- T. Fox comments that MAD's are difficult for some communities to get off the ground, and asks if this could help those communities with that process?
 - B. Nicholls answers these are appropriate uses for this program.
- T. Fox supports this letter.
- E. Hannon suggests in addition to Chris Ward this letter should also be sent to senior management in Economic Development.
- D. Scott asks what qualifications an applicant would need to meet to apply.
 - B. Nicholls responds UCPD would work with the council office to determine what is acceptable.
- R. Dahl notes that the original committee motion was restricted to BIDs; however city council could add more definition. He comments the initial concern was how a community without a BID like Bankers Hill would access this program, and UCPD would need to work with the City to develop the details.

[UCPD170203] Motion: to Approve Sending the NAPP Project Program letter to the San Diego City Council for Consideration:

- Introduced by R. Dahl: seconded by C. Moreno
 - **Vote for Approval:** UNANIMOUS
 - **Vote Against Approval:** 0
 - **Abstain:** 0
- **Motion Passes:** (11-0-0)

8. Bankers Hill Internship Program (Action Item)

- C. DeMerville presents a memo stating the Bankers Hill Neighborhood Parking Committee (BHNPC) recently passed a motion [BH170202] supporting this program's development. He mentions this was an idea C. L. Benedict had while interacting with a group of UCSD students who attended a Bankers Hill Community Group meeting.
- T. Fox mentions this was discussed at the last BHNPC meeting, and the committee identified some projects ready for an intern. The interns would participate in data collection and other projects with a direct correlation to their major.
- C.L. Benedict notes the BHNPC could use help moving projects forward, and this would be a great way to supplement staffing costs.
- T. Gahagan comments staff seemed ambivalent towards interns when this type of program was brought up before.
- E. Hannon responds that several projects have been identified in Bankers Hill, and she would encourage Hillcrest to do the same if they want an intern.
- B. Nicholls notes many interns are now paid and any expenses would be the responsibility of Bankers Hill.
- S. M. Schreyer is happy to support her Alma Mater in the internship work.

[UCPD 170204] Motion: to Approve Developing an Internship Program for the Bankers Hill Neighborhood Parking Committee during the summer of 2017:

- Introduced by C. L. Benedict: seconded by B. Nicholls
 - **Vote for Approval:** UNANIMOUS
 - **Vote Against Approval:** 0
 - **Abstain:** 0
- **Motion Passes:** (11-0-0)

9. Hillcrest Update (Information Item)

- M. Marconi presents a general overview and update of current projects being launched in Hillcrest including the Hillcrest Lunch Loop kickoff, the time limited parking enforcement shift, and the installation of new parking meters.
- J. Jimenez comments that work orders for the enforcement shift have been submitted. He also notes that a second batch of work orders for meter install, including on West Washington between Brant and Dove in Mission Hills, will be submitted this week. His intention is to have all this done by the end of March 2017.

10. COO Report (Information Items)

- E. Hannon comments on an opportunity for new valet podiums in Hillcrest and International Restaurant Row. She will have staff follow up to get these installed. She recently met with Councilmember Chris Ward who requested that UCPD message parking improvement projects comprehensively. She reviews current projects underway including the Hillcrest meter initiative developed to encourage turnover in the business core where spaces are being lost to the bike lane project. She recommends the UCPD consider having metered zones that are already under an existing ordinance expedited by requesting the city accept 2016 UCPD turnover and occupancy studies.
 - T. Gahagan asks if this is tied in with the bike route.

- E. Hannon responds no, J. Ly of the mayor's office promised to get these moving but the two items are likely to be implemented separately. She will ask the city to use UCPD studies. She also encourages B. Scofidio to attend Hillcrest Parking Committee meetings to discuss things that may help, and mentions in Bankers Hill staff have already begun to look at comprehensive parking strategies.
- T. Gahagan asks B. Bailey to clarify C. Wards request to message comprehensive parking projects.
 - B. Bailey responds her office is enthusiastic about UCPD projects but asks residents and business needs be considered.

11. Annual Report, FY18 Budget & Action Plan Process *(Information Item)*

- E. Hannon notes J. Jimenez sent over revenue allocation for FY18 being \$684,140. She has asked him to review administrative amounts that are taken out before the UCPD split and notes this is essentially the same amount for the past three years and would expect revenue to be higher. The budget needs to be finalized at the March 13th board meeting, per the City's request.
- C.L. Benedict comments that UCPD initiated smart meters 18 months ago, and she wonders if we should allocate revenue by smart meters data.
 - E. Hannon responds this process is up for review every 5 years and the current revue share percentages are educated guesses based on FY11 or 12.
 - B. Nicholls would like to add this to the Executive Committee agenda to discuss and have budgets passed at the March 2017 UCPD BOD meeting.
- T. Gahagan asks if last year's figure has been justified.
 - E. Hannon answers J. Jimenez is working with comptroller and treasurer's office to reconcile, but she hasn't seen (a reconciliation of revue and expense estimates) in the last 3 years.
- T. Gahagan thinks it's heinous that the City continues this estimation practice.
- E. Hannon is working with J. Jimenez to develop processes so UCPD can have a better understanding of administrative cost before the split, and how the city spends money on behalf of the parking district.
- C. Moreno wonders why UCPD is required to present a budget considering how convoluted this process is.

12. City Report *(Information Items)*

- J. Jimenez comments everything in his report has already been addressed.

13. Neighborhood Committee Updates *(Information Items)*

- D. Scott notes the BHNPC conducted neighborhood outreach and was able to connect with over 50 people at a community group meeting.
- S. Stockley notes a recent pedestrian fatality and comments there are many dangerous curbs and crossings in International Restaurant Row.

ADJOURN

Motion Number (UCPD)(YR)(Month)(#)	Motion Text	Introduced By	Vote
<u>UCPD170201</u>	<u>Motion: to Approve UCPD Minutes for December 2016 and January 2017</u>	Susan McNeil Schreyer Seconded: Steve Saars	For: 9 (B. Nicholls, R. Dahl, S. M. Schreyer, S. Stockley, S. Saars, T. Fox C. Moreno, D. Scott C. L. Benedict) Against: 0 Abstain: 1 (M. Garth)
<u>UCPD170202</u>	<u>Motion: to Approve Approval Financials – Re-stating October 2016, approving November and December 2016:</u>	Roy Dahl Seconded: Cecelia Moreno	For: 8 (B. Nicholls, R. Dahl, S. M. Schreyer, S. Stockley, S. Saars, C. Moreno, T. Gahagan, T. Fox) Against: 1 (C. L. Benedict) Abstain: 2 (D. Scott, M. Garth)
<u>UCPD170203</u>	<u>Motion: to Approve Sending the NAPP Project Program letter to the San Diego City Council for Consideration</u>	Roy Dahl Seconded: Cecelia Moreno	For: 11 (B. Nicholls, R. Dahl, S. M. Schreyer, S. Stockley, S. Saars, C. Moreno, D. Scott, M. Garth, T. Gahagan, C. L. Benedict, , T. Fox) Against: 0 Abstain: 0
<u>UCPD170204</u>	<u>Motion: to Approve Developing an Internship Program for the Bankers Hill Neighborhood Parking Committee during the summer of 2017</u>	Char Lou Benedict Seconded: Ben Nicholls	For: 11 (B. Nicholls, R. Dahl, S. M. Schreyer, S. Stockley, S. Saars, C. Moreno, D. Scott, M. Garth, T. Gahagan, C. L. Benedict, , T. Fox) Against: 0 Abstain: 0

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



UPTOWN COMMUNITY PARKING DISTRICT

Board of Directors Meeting Minutes

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

Board Members Present: Ben Nicholls, Cecelia Moreno, Susan McNeil Schreyer, Natalie Villegas, Tim Gahagan, Selina Stockley, Tom Fox, Char Lou Benedict, Megan Garth

Board Absences (Excused): Doug Scott, Roy Dahl, Roy McMakin

Board Absences (Unexcused): Steve Saars

UCPD Staff Present: Chris DeMovile, Marc Marconi, Bianca Lorenzana.

City of San Diego Staff Present: Elizabeth Studebaker, Brittany Bailey, Genoveva Romera Marquez

Public Attendees: Nancy Moors, Ann Garwood, John Knoll

2. President's Report

B. Nicholls reports that he received a letter from the Eric Caldwell of the City of San Diego. The board discusses the content of this letter, and how to respond.

3. Non-Agenda Public Comment

B. Bailey updates the board on Council actions and priorities.

4. Consent Agenda, item A-B

Motion to Approve March 2017 Minutes:

Introduced by S. McNeil Schreyer; seconded by Natalie Villegas

Vote for Approval: 7

Vote Against Approval: 0

Abstain: 1 (C. Moreno)

Motion Passes: (7-0-1)

Motion to Approve February 2017 Financials:

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

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (8-0-0)

5. Vacant Board Seat

Item is tabled until May 2017 meeting

(S. Stockley Arrives- 5:15pm)

6. Review of UCPD Meeting with Councilmember Chris Ward

B. Nicholls reviews a meeting he and R. Dahl had with Council Member Ward. The primary topic of the meeting was adding flexibility for UCPD to deploy funds more progressively. Councilmember Ward promised that he will follow up with the City Attorney regarding this issue. Several Board members would like to have a meeting with the City Attorney, and request a timeline from Chris Wards office.

7. Review of Executive Director Search

The Hiring Committee has scheduled interviews with 7 applicants. The goal is to have a qualified candidate for vote by the board at the May 2017 BOD Meeting.

8. Review letter concerning Hillcrest Bike Lane Amenities

Motion to approve sending a letter to SANDAG describing desired amenities for the Hillcrest portion of the bikeway along 4th and 5th Avenue in Hillcrest

Introduced by T. Gahagan; seconded by C. Moreno

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (9-0-0)

9. Review letter requesting Bankers Hill Pedestrian Amenities

Motion to approve sending a letter to EDD, SANDAG, and the Council Office using specific language in CP100-18 to justify Pedestrian Amenities:

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

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (9-0-0)

10. FY17 Current Projects Updates (*Information Items*)

Staff provides a general update on timelines for current projects. Staff introduces B. Lorenzana, who will be interning with UCPD for the next few weeks.

S. Stockley requests a meeting to discuss IRR specific issues, most prominent being the angled parking initiative on Chalmers St.

11. City Report

City Staff asks for each board member to fill out and file form 700 with the City Clerk's Office.

12. Neighborhood Committee Updates

ADJOURN

1. Establishment of Quorum, Call to Order and Introductions

Board Members Present: Ben Nicholls, Cecelia Moreno, Susan McNeil Schreyer, Natalie Villegas, Tim Gahagan, Selina Stockley, Tom Fox, Char Lou Benedict, Megan Garth, Doug Scott,

Board Absences (Excused): Roy McMakin

UCPD Staff Present: Chris DeMovile, Marc Marconi

City of San Diego Staff Present: Elizabeth Studebaker, Brittany Bailey, Genoveva Romera Marquez

Public Attendees: John Knoll, Gerrie Trussell

2. President's Report

B. Nicholls reports on the UCPD nearly running out of funds. He also mentions that his meeting with Eric Caldwell of EDD to discuss UCPD funding and budgeting has been postponed

(M. Garth Arrives, 5:07)

3. Non-Agenda Public Comment

C. Moreno notes that the new climate action plan isn't based on anything specific and advises all attendees to review.

(B. Bailey, N. Villegas, and T. Fox Arrive, 5:12)

4. Consent Agenda, item A-B

Motion to Approve April 2017 Minutes:

Introduced by S. McNeil Schreyer; seconded by D. Scott

Vote for Approval: 8

Vote Against Approval: 0

Abstain: 1 (D. Scott)

Motion Passes: (8-0-1)

Motion to Approve March 2017 Financials:

Introduced by C. Moreno; seconded by T. Gahagan

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (9-0-0)

5. Revised Budget Worksheets

C. DeMoville notes that EDD staff approached him after the April UCPD Board of Directors meeting to convert the approved budget to a City template used by the other Parking Districts.

Motion to Direct Staff to Complete Budget Worksheets based on previously approved budgets and implementation plan:

Introduced by R. Dahl; seconded by N. Villegas

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (9-0-0)

(S. Stockley Arrives- 5:17)

6. UCPD Board Vacancies

B. Nicholls tables this until the June UCPD meeting.

7. UCPD Executive Director Appointment

Motion to Approve Executive Director offer letter to Gerrie Trussell:

Introduced by R. Dahl; seconded by C. Moreno

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (10-0-0)

8. Hillcrest Valet Contract

Motion to Approve Hillcrest Valet Contract with Bluewater Valet:

Introduced by R. Dahl; seconded by C. Moreno

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (10-0-0)

(E. Studebaker Arrives- 5:42pm)

9. Bankers Hill- New Meters & Time Limited Signage Changes

Motion to Approve Bankers Hill Project Coordinator to move forward with the Comprehensive report to identify potential new meter locations, and to include visual aids:

Introduced by C.L. Benedict; seconded by D. Scott

Vote for Approval: 9

Vote Against Approval: 0

Abstain: 1 (T. Gahagan) **Motion Passes:** (9-0-1)

10. Mission Hills Project Update

S. McNeil Schreyer updates the board on the Scheduled Installation of 9 Individual Smart Meters on the Northside of W. Washington between Brant and Dove. She also notes the Reynard Way RFP for Parking & Transportation Study was legally noticed by UCPD staff and has also been posted to the UCPD website and to the Parking Page of the Mission Hills BID.

11. Hillcrest Project Updates

M. Marconi provides Board updates on Curb Repair Outreach, Wayfinding, and the Hillcrest Lunch Loop

12. Bankers Hill Project Updates

C. DeMoville discusses the status of Residential Parking Permit Program outreach methods. He also notes arrangements are underway for a meeting of available Bankers Hill board members with SANDAG regarding angled parking changes in the lunch loop project.

13. IRR Project Updates

C. DeMoville gives the board an update on valet numbers: Blue Water valet has parked 1,036 Cars for the first Quarter of Calendar year 2018. He plans to meet with S. Stockley to discuss angled parking on Chalmers and needed curb repairs along India St.

ADJOURN- Next Meeting scheduled for June 12th, 2017 at the same location.

1. Establishment of Quorum, Call to Order and Introductions

Board Members Present: Ben Nicholls, R. Dahl, Susan McNeil Schreyer, Tim Gahagan, Tom Fox, Char Lou Benedict, Doug Scott

Board Absences (Excused): Megan Garth, Cecelia Moreno, Selina Stockley

Board Absences (Unexcused): Natalie Villegas,

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

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

Public Attendees: John Knoll, Linda Saltzman, Gary Nordstrom, Sharon Gehl, Mike Singleton, Anthony Nyikos

2. President's Report

B. Nicholls welcomes new Executive Director G. Trussell to UCPD. He hopes she can help streamline the way UCPD is able to access money.

3. Non-Agenda Public Comment

B. Bailey reports on happenings with Councilmember C. Wards office, and the FY18 budget was passed by city council.

4. Consent Agenda, item A-B

Motion to Approve May 2017 Minutes:

Introduced by S. McNeil Schreyer; seconded by C.L. Benedict

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (7-0-0)

Motion to Approve April 2017 Financials:

Introduced by B. Nichols; seconded by T. Gahagan

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (7-0-0)

5. Appointment of Hillcrest Business Seat

Items 5 & 6 are presented as 1 motion

6. Appointment of Bankers Hill Business Representative

Motion to Approve Linda Saltzman to the vacant Hillcrest Business seat and John Knoll to the vacant Bankers Hill Business Seat, seated immediately:

Introduced by B. Nicholls; seconded by C.L. Benedict

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (7-0-0)

7. MTS Bus Route 83

Many board members note this is an important bus route for hospital workers, domestic service workers, and as a link to downtown transfers.

R. Dahl comments he wants this motion to include language supporting continued review of MTS Bus routes to maintain an efficient bus system.

Motion to support retaining this Bus Route, and oppose any reduction of Bus Service in Hillcrest, Bankers Hill, and Mission Hills:

Introduced by S. McNeil Schreyer; seconded by D. Scott

Vote for Approval: 7

Vote Against Approval: 1 (R. Dahl)

Abstain: 1 (J. Knoll)

Motion Passes: (7-1-1)

8. Approval of Reynard Way Study Contract

S. McNeil Schreyer outlined the competitive bidding process performed by the MHPAC for the project. Five responses were reviewed. The Mission Hills Parking Advisory Committee recommends KTUA be awarded the contract. The contract was presented to the UCPD executive committee.

B. Nicholls notes he would like a copy of all contracts included in future board packets.

Motion to approve Mike Singleton of KTUA for the Reynard Way Study Contract:

Introduced by B. Nicholls; seconded by S. McNeil Schreyer

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (9-0-0)

9. Mission Hills Project Updates

G. Romero-Marquez reported the work orders for the meters on W. Washington between Brant and Dove have been issued, and they are currently checking meter inventory, removing current signs, and scheduling installation.

10. Hillcrest Project Updates

Motion to Approve adopting the document for curb cut reviews and to synchronize all neighborhoods to this document format:

Introduced by T. Gahagan; seconded by R. Dahl

Vote for Approval: Unanimous

Vote Against Approval: 0

Abstain: 0

Motion Passes: (9-0-0)

11. Bankers Hill Project Updates

C. DeMoville updates the board on the current maps being suggested for the community outreach session the BHNPC has scheduled for June 19th.

G. Trussell notes the BH Project Administrator position is being publicly noticed in the Union Tribune.

12. Neighborhood Committee Updates

G. Trussell would like to review J. Jiménez notes on the angled parking on Chalmers, as she remembers reviewing that specific area with him several years ago.

ADJOURN- Next Meeting scheduled for July 10th, 2017 at the same time & location.