

**UPTOWN COMMUNITY PARKING DISTRICT**

 **UCPD Board of Director Minutes**

 **June 13, 2022; 4:00 PM – 5:00 PM**

 **Joyce Beers Community Center**

**3900 Vermont Street, 92103**

**UCPD Board Members Present:** Roy Dahl, Susan McNeil Schreyer, Tom Fox, Paul Smith, Peter Raymond, Chris Shaw, Curtis Allen, Ben Nicholls

**UCPD Board Members Excused:** Selina Stockley, Miah Earn, Doug Scott, Byron Ross, Cecelia Moreno

**Guests**:

**UCPD Staff Present:** Gerrie Trussell

**Establishment of Quorum, Call to Order, and Introduction**

***Dahl called the meeting to order at 4:05 pm***

**Non-Agenda public comment: None**

**Peter Raymond Resigns from BHNPC Resident Seat McNeil-Schreyer/Fox**

**Peter Raymond appointed to a BHNPC Business Seat McNeil-Schreyer/Fox**

**Minutes of May 9, 2022, were reviewed and approved with corrections. Fox/Raymond**

**Financials: March & April 2022, were reviewed and approved. Shaw/Raymond**

**The Bylaw ad hoc committee drafted recommended changes.** Board members received copies of the proposed changes to the current bylaws. Dahl asked all to review the recommendations and submit comments for consideration. The final discussion and vote will take place in September.

 **Approve Ad Placement for Bylaw Notice $500.00**

 The final vote will take place 30 days after ad placement per current UCPD Bylaws. The Board considered the appropriate media placement, and the Uptown News was determined the best choice. The ad will run in August both in print and online. **Dahl/Raymond**

 **Bankers Hill request of $4000.00 to do planned Extraordinary Maintenance was approved Raymond/Fox**

**The UCPD Executive Committee completed an Executive Director Performance Review.**

Earn submitted a statement and it was read aloud by Dahl. “Gerrie's review paperwork needs to reflect that in fact, the whole executive board did not give her the review and in fact the treasurer was not present due to her commitment to the hillcrest neighborhood. The treasurer decided instead to participate at the same given time with the Mayor and police chief walk-through of the businesses. Please correct this paperwork. In the future it would be in good practice to include the entire executive board even after the fact in all communications.”   Thank you, Miah Earn. Discussion of the statement included Nicholls asking if Earn initially agreed to the set time and place, when presented with competing activities volunteers must choose. Questions as to why the review could not be done in writing and the follow up provided to Earn. Raymond commented on the recent City provided UCPD Board training on anti-harassment, inclusivity and acting complacent.

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**The UCPD Executive Committee completed an Executive Director Performance Review continued:**

Dahl let the Board know the members of the Executive Committee met and Susan McNeil Schreyer created the paperwork for the review. Dahl invited the Executive Committee members to share their perceptions. Smith asked who was consulted and if the review is available to the full Board? Schreyer replied the review needed to be handled in a confidential manner. Dahl as President and Mc Neil Schreyer as VP met

with Trussell to relay the review outcomes. Shaw remembers in the past all Board and Committee Chairs were consulted. The Executive Committee recommended a 4% salary increase. Dahl shared: Trussell’s performance score was up from the previous year and was the basis for the increase request. Trussell in response to the performance review submitted a FY22 office activities and accomplishment list consisting of four pages. She also requested to be scored on her performance. Allen opened further discussion stating that 4% is too low, it is not consistent with current CPI and salaries are not keeping up with cost of living.

Allen asked the Board to consider a competitive salary review and one that demonstrates cost of living, plus performance. Nicholls relayed salaries are set on the market and may cost losing an employee.

**Allen stated the salary increase needs to competitive and motioned a minimum of 7% increase. Shaw seconded but would like to ensure the increase is retro beginning July 1, 2022, as a friendly amendment. Smith also adds to the friendly amendment that a competitive Executive Director market rate analysis**

**be completed and brought back to the Board. Trussell to bring analysis to Executive Committee. Allen/Shaw/Smith**

**Request to return the UCPD Board meeting to 3 pm. Shaw/Raymond**

**ParkUptownSD.org – Website security, updates, plug ins $600.00 was approved. Allen/Raymond**

**Anti-Harassment and Inclusivity Training was completed by the UCPD Board of Directors and Staff.**

Dahl thanked all for dedicating the time and certificates will be requested.

**Committee Project Updates**

 **Banker’s Hill Update was given by Fox,** The BHNPC has completed the stainless-steel bike rack

 installations.

 **Hillcrest report was provided by the Chair Ben Nicholls,** The HPC has provided bike rack maintenance.

 The Little Spot project which will be impactful for Hillcrest.

 **International Restaurant Row,** Trussell reported the lighting contractor Pro-Cal lighting has to delay the

lighting installation in IRR due to antiquated equipment not compatible with the upgrades. Parts are

 now on order, update to follow.

 **Mission Hills update was provided by the Chair Susan Mc Neil Schreyer**, Continuing work with the City on implementing time limited parking as reported last month. Supporting efforts to expand a lighting maintenance district when the utilities are moved underground.

**Adjourn 5:05 pm Dahl/Shaw**