**Executive Director Report: Highlights**

**March – April 2024**

Crosswalks at Palm on both 4th & 5th installed.

Coordinated with all four UCPD subcommittees and City staff to prepare revised budget sheets, narrative, projects and ideas for input. Matching each neighborhood projects with budgets and timelines. Final Draft submitted to City.

Assisted with SANDAG and City for the Normal Street Promenade. Attended SANDAG Board meeting and participated in broad email campaign.

Attended City Council Neighborhood Services Committee for Hillcrest MAD.

Reviewed IRR decal designs from Belladia Designs.

Reviewed AccessHillcrest.com draft posts and made changes April.

Consulted with Explore Digital for template promo page Instagram, FB.

Conference for ParkUptownSD.org website- Security and plug in updates.

Consulted with Naturescape for tree planting, relayed maintenance needs, relocated trash receptacle BH, ordered extra trash p/u parade.

Sent RFQ’s, and Mural Toolkit to MHPAC, discussed upcoming projects.

Requested restripe parking conversions in IRR and Hillcrest.

Met with Architect to clarify Hillcrest University 400 Block placemaking/ pedestrian lighting project, resolved scope concerns with structural and civil engineers, relayed committee design additions.

Discussed website updates with communications staff, Rose Felix and Explore Digital.

Contacted the City and SANDAG for project updates.

Arranged light maintenance in IRR, relayed no parks – stormwater scope.

Reimbursement Request February. Complied with requested City audit information.

Work completed for Normal Street maintenance of trees, planters and pop-out. (last month) Sent request for fund expenditure confirmation, work order request for the Hillcrest Pride Flag planter and tree maintenance.

Fencing ideas and photos for Mural Alley. Finials for the 400 block of University.