



BOARD OF DIRECTORS

MINUTES, AUGUST 8, 2008

A. PUBLIC MEETING CALL TO ORDER

1. The Board of Directors of the Uptown Partnership, Inc. held its monthly meeting on August 8, 2008, at 3108 Fifth Avenue, Suite B, San Diego, CA, for the purpose of transacting all proper business of the corporation.
2. Board members present: Ron Baranov, Jim Frost, Bob Grinchuk, Cindy Lehman, Bob Orphey and Sean Schwerdtfeger.
3. Board members absent: Anne Rast and John Eisenhart
4. Staff present: Carol Schultz, Janelle Luna, Jessica Freeman, and Janet Fairbanks.
5. Others present: Michael Calabrese, City Attorney's Office; Ron Lacey, Honorable Mayor Jerry Sanders' Representative.
6. President Cindy Lehman called the meeting to order at 4:35 p.m.

B. PUBLIC COMMENT

1. None.

C. ADOPTION OF CONSENT AGENDA

1. Jim Frost recommended removing the Operations and Financing Committee's recommendations for staff compensation from the consent agenda to the second position under 'Action Items.'
2. Sean Schwerdtfeger offered the **motion** to accept the consent agenda with the removal of Item C.2 to 'Action Items.' M/S. **Motion** passed unanimously.

D. ADOPTION OF AGENDA

1. Carol Schultz recommended moving Action Item F.5 Conflict of Interest Code to the first position under 'Action Items' to accommodate the Deputy City Attorney's schedule.
2. Sean Schwerdtfeger offered the **motion** to accept the agenda with the recommendation by Carol Schultz. M/S. **Motion** passed unanimously.

E. ORGANIZATIONAL BUSINESS

1. Financial statements

Ron Baranov offered the **motion** to approve the May and June 2008 financial statements. M/S. **Motion** passed unanimously.

2. Executive Update

Carol Schultz reviewed the written Executive Update regarding issues and activities.

3. Staff Updates

- a. Jessica Freeman – Jessica presented Partnership's new brochure which explains the purpose and goals of the Uptown CPD. Jessica Freeman has been working on City Fest promotional items and displayed the new hat volunteers and staff will be wearing at City Fest 2008.

Janet Fairbanks – The Partnership issued an RFP for the Five Points Project and proposals were due July 30, 2008. Janet put together a selection committee to review the proposals that included people from the Partnership Board, Five Points neighborhood, City Engineering, North Bay Redevelopment agency and Partnership staff.

At the selection committee meeting in August 2008, the committee chose to recommend the KOA – Di Lorenzo team; the KTU+A – Fehr & Peers team was a close second. Janet and

Carol Schultz held a meeting with KOA on August 11, 2008, to discuss their proposal and determine if the proposal meets the guidelines set in the RFP.

Due to past experience with KOA, Board members requested another level of review by the Planning & Projects, which will bring its recommendation to the Board in September.

F. ACTION ITEMS

1. CONFLICT OF INTEREST CODE

- a. Michael Calabrese reviewed the conflict of interest code with the Board and the two types of financial disclosures the Board may need to complete on Form 700 –
 - Interests related to parking businesses or the organization’s suppliers of goods or services; and
 - Real Property Interests.
- b. Board members discussed with Michael Calabrese the question whether category 3 of the proposed conflict of interest code repeats category 2 in greater detail. Sean Schwerdtfeger reasoned that including category 3 will lead to varying interpretations of the conflict of interest code.
- c. Michael Calabrese would accept the Partnership’s modifications to the proposed conflict of interest policy as long as it meets the legal requirements and all the parking districts can agree on a single version.
- d. Carol Schultz will distribute Form 700 as requested by the Board for their review and continue to update the Board regarding the issue.
- e. Sean Schwerdtfeger offered the **motion** to request modification of the proposed policy according to the revisions offered at the meeting. M/S. **Motion** passed. Ron Baranov voted against the motion and Jim Frost abstained.

2. OPERATIONS AND FINANCE COMMITTEE – STAFF COMPENSATION RECOMMENDATIONS

- a. Carol Schultz requested that the Board excuse the staff if members intended to have a substantive discussion of the recommendations. Board members expressed their readiness to vote based on materials provided before the meeting.
- b. Jim Frost offered the **motion** to accept the Operations and Financing Committee’s recommendations for staff compensation with the proviso of attaching the raw data comparing average compensation for comparable positions to the file copy of the August 2008 Board meeting minutes. M/S. **Motion** passed unanimously.

3. CONTRACT APPROVAL – WEST RHODE & ROBERTS FOR FY 2007-08 AUDIT AND TAXES

- a. The amount of the proposed contract – \$6,500 – is well within the Partnership’s FY 2008-09 budget for accounting and bookkeeping services. The amount budgeted for FY 2008-09 is \$22,260, and the amount spent in FY 2007-08 totaled \$14,520, including the \$5,000 paid to WRR.
- b. Sean Schwerdtfeger offered the **motion** to approve a contract for the sum of \$6,500 with West Rhode & Roberts to provide audit and tax services for FY 2007-08. M/S. **Motion** passed unanimously.

4. PARKING DAY

- a. Janelle Luna has been collaborating with other organizations in San Diego including the San Diego Planners association to inform them about PARKing Day.
- b. Bob Orphey offered the **motion** to authorize the Partnership’s participation in PARKing Day on Sept. 19, 2008. M/S. **Motion** passed unanimously.

5. **JOINT TRANSPORTATION COMMITTEE**

- a. Board members reviewed the Joint Transportation Committees meeting notes from its July 31, 2008 meeting. Board members agreed with the assessment that the committee needs to conduct an opinion survey the Hillcrest business district.

6. **ANNUAL REPORT FOR FY 2007-08**

- a. The Partnership's contract with the City of San Diego requires submission of an annual report that includes the information compiled in this document.
- b. Staff is waiting for a response from the City regarding the amount of the annual reconciliation for FY 2006-07 (p. 4); when we receive this data, we will submit the completed report to the City.
- c. Bob Orphey offered five grammatical and date corrections to the annual report.
- d. Bob Orphey offered the **motion** to adopt the annual report for submission to the City with the corrections offered. M/S. **Motion** passed unanimously.

G. UPDATES

- 1. Honorable Mayor Jerry Sanders' Representative Ron Lacey – Ron Lacey acknowledged adoption of the Interim Height Ordinance for Uptown and expressed Mayor Sanders' appreciation of community groups such as the Partnership who work hard improve their neighborhoods.

H. URGENT NON-AGENDA ITEMS – None Presented

I. ADJOURNMENT

The Board adjourned at 6:25 PM.

Next Board of Directors meeting is scheduled for September 4, 2008

Transcribed and drafted by Janelle Luna

Approved by Board on

Certified after Board approval by

Date

Warren Simon, Secretary