



Uptown Partnership, Inc.

BOARD of DIRECTORS

MINUTES
February 2, 2006

A. Public Meeting Call to Order

The Board of Directors of the Uptown Partnership, Inc. held its monthly meeting on February 2, 2006, at 3108 Fifth Avenue, Suite B, San Diego, CA, for the purpose of transacting all proper business of the corporation.

Board members present: President Bob Orphey, Vice President Bruce Dammann, Secretary Bob Grinchuk, Treasurer Ron Baranov, and Bob Doyle.

Board members absent: Cindy Lehman and Sean Schwerdtfeger.

Staff present: Executive Director Carol Schultz and Operations Manager David Eng.

Also present: District 2 Council Member Kevin Faulconer, Council District 2 Representative James Lawson, Council District 3 Representative Jeffery Tom, and Hillcrest Association Executive Director Warren Simon.

President Orphey called the meeting to order at 4:30 p.m.

B. Public Comment

No public comment.

C. Consent Items

1 Minutes

Bob Grinchuk offered the **motion** to approve the Board of Directors' meeting minutes for January 5, 2006. M/S. Motion passed unanimously.

2 President's Report

Bob Orphey reported that the committees have been meeting regularly and functioning well. He added that the Nominating Committee will convene immediately after the Board meeting is adjourned to discuss the election of new directors and nomination of officers and how the committees will be chaired with a full Board of nine members.

3 Treasurer's Report

Ron Baranov explained that Uptown Partnership bookkeeper Rusanne Anthony has been working toward producing financial statements for the Board. However, due to some technical challenges with the bookkeeping software and the difficulty of reconciling some of the financial records, she was unable to prepare the statements in time for the Board meeting. He also noted that he is in the process of setting up software that would allow him to access Uptown Partnership's bookkeeping files remotely, and that the Uptown

Partnership has begun to use a new payroll service that is integrated with the bookkeeping software.

4 Nominating Committee Report

Bob Orphey summarized the Nominating Committee report from its meeting on January 23, 2006. The Nominating Committee nominated Ian Epley to the vacant Board seat that will expire in two years. Since then, the Committee has received two additional applications for a seat on the Board and will meet after the Board meeting to evaluate and discuss these applications. Bob Orphey also reported that he and Cindy Lehman will run for Board President, while Ron Baranov and Sean Schwerdtfeger will run for Treasurer and Secretary, respectively. The Nominating Committee has submitted these names for consideration at the election to be held at the March Board meeting. No Board member has yet expressed interest in running for Vice President.

5 Agenda Approval

Bruce Dammann offered the **motion** to approve the agenda for February 2, 2006. M/S. The agenda was adopted unanimously.

D. Government Representative Appearances

1 District 2 Council Member.

Kevin Faulconer introduced himself to the Board as the new Council Member for District 2. He expressed his support for the Community Parking District program and offered his assistance with Uptown Partnership's future endeavors.

2 Council District 2 Representative.

James Lawson introduced himself to the Board as the new representative from Council District 2 to the Uptown Partnership.

3 Council District 3 Representative.

Jeffery Tom reported that he will go before the Uptown Planners on February 7, 2006, regarding the installation of a pop-out curb at the intersection of Front Street and University Avenue.

E. Action Items

1 eScrip Fundraising Program

Bob Doyle provided the Board with an overview of the eScrip fundraising program. Ron Baranov offered the **motion** to approve fundraising through the eScrip program and adopt the enrollment program for calendar year 2006. M/S. Motion passed unanimously.

2 Normal Street Median Improvements

Carol Schultz distributed an additional sheet of cost estimates from KTU+A for the Normal Street median improvement project that was left out of the Board packet.

In response to Warren Simon's request to clarify the number of parking spaces that will be added to the median, Carol Schultz explained that 17 parking spaces will be added and that Traffic Engineering preferred parallel parking over the original proposal of diagonal

parking, citing space and safety issues. The timeline for the project is still uncertain as the City is in the process of bidding for a general services contractor.

Uptown Partnership will hold a community outreach meeting outside KTU+A for the project on February 18 at 10:00 a.m. Uptown Partnership also will present the project to Uptown Planners on March 7, 2006.

Ron Baranov offered the **motion** to approve the concept for the Normal Street median improvements negotiated by City Traffic Engineering, Uptown Partnership staff, KTU+A, and the Council District 3 representative on December 9, 2005. M/S. Motion passed unanimously.

3 Executive Director Check Signing Authority

Following Bob Doyle's suggestion, the Board discussed Items E.3 and E.4 together and voted on them separately. The Board discussed the appropriate level of coverage by the fidelity bond and whether insurance quotes more favorable than the one offered by Uptown Insurance could be obtained. Bob Grinchuk offered the **motion** to authorize the Executive Director to become a check signer for the Uptown Partnership. M/S. Motion passed unanimously.

4 Fidelity Bonding

Ron Baranov offered the **motion** to: have staff acquire three competitive sets of quotes from insurance brokers for fidelity bonding at various levels of coverage; and make the Executive Director's check signing authority effective only after a fidelity bond is obtained. M/S.

Bruce Dammann offered an **amendment** to the motion to have staff find quotes for fidelity bonds at the \$50,000 coverage level. The amendment was accepted. M/S. The motion passed unanimously as amended. Bob Orphey added that the Operations Committee will select the fidelity bond issuer based on the three quotes staff receives.

5 Property Broker RFP

Carol Schultz reported that Uptown Partnership General Counsel Tammy Porter performed a thorough review of the RFP and offered suggestions that the Program Committee had a chance to review. She also reported that Colliers International property broker, Bud Marsh, who offered his assistance in researching alternative office locations for Uptown Partnership, expressed interest in performing the tasks in the RFP. Carol Schultz suggested that Uptown Partnership could avoid the costs and time requirements of issuing an RFP by contracting directly with Bud Marsh, whom several Board members concurred was a well qualified property broker.

Bob Doyle offered the **motion** to invite Bud Marsh to be the consultant for fulfilling the tasks outlined in the RFP. M/S. Ron Baranov **amended** the motion by adding that the Executive Director will verify with the City that the approach of directly selecting a broker is consistent with Uptown Partnership's contract with the City. The amendment was accepted. M/S. The motion passed unanimously as amended.

6 Central Hillcrest Parking Study Final Report

Bruce Dammann offered the **motion** to accept the final report completed in December 2005 by Kaku Associates for the Central Hillcrest Parking Study. M/S. Motion passed unanimously.

F. Information Items

Carol Shultz called attention to the information memorandum sent to Board members with the agenda packet. She will update the Board on projects and issues that do not require Board action in similar information item memorandums included in future Board packets.

G. Adjournment

President Orphey adjourned the meeting at 5:40 p.m.

Next Board of Directors meeting scheduled for March 9, 2006

Transcribed and drafted by Carol
Schultz and David Eng.
Reviewed by Board Secretary Bob
Grinchuk.

Approved by Board on:

Certified after Board approval by:

Robert Grinchuk, Secretary

Date: _____