

Welcome & Introductions - Eric Jones, Chair

- Non-Agenda Public Comment
- Approval of Minutes - August 22, 2019 & October 24, 2019 (Handout) - **ACTION**

12:05 Chair Update (Jones)

- Columbia Community Foundation Board Overview (Handout) – **ACTION**
- Member Expectations (Handout) - **INFORMATION**
- Confirmation of Board Roster and Distribution of Terms (Handout) - **INFORMATION**
- New member discussion - **DISCUSSION**
- Formation of Governance Committee - **ACTION**

12:15 2020 Priorities and Work Plan – Sean Warner, DSDP

- Discuss priorities and approve Draft 2020 Work Plan (Handout) - **ACTION**

12:25 FY21 Neighborhood Parking Program Budget - Warner

- Review and approve Draft FY21 Neighborhood Parking Program (NPP) Budget (Handout) - **ACTION**

12:45 Project Updates - Warner

- Updates on FY 20 PBID and NPP projects- **INFORMATION**

12:50 Future Meeting Dates - Jones

- Quarterly on the first Wednesday of the month at Noon. Next meeting dates:
 - May 6, 2020
 - August 4, 2020
 - November 4, 2020

12:55 Member Discussion

- Agenda Public Comment

1:00 Adjourn

CALL MEETING TO ORDER

Chair Eric Jones called the meeting to order at 12:06 pm.

The following board members were present: Eric Jones, Christine Takara, Eric Dye, Dan McCurdy, Steven Adyani, Howard Greenberg, Betsy Brennan, and Alicia Kostick

The following guests were present: Alex Shah, Brendan McCartney, Jenna Jacobs, Cris Scorza, David Michael, and Brittany Guarino

The following DSDP staff members were present: Sean Warner, Alonso Vivas

WELCOME AND INTRODUCTIONS

MOTION: To accept the February 20, 2019 minutes –*McCurdy/Takara - approved*

BOARD UPDATES

Jones asked for feedback on future meeting days and times. A mid-week noon meeting time was preferred. The Board will meet on a quarterly basis or when an urgent matter arises.

Jones spoke about the opportunity to improve the public realm along Kettner Blvd. given future development projects at Santa Fe Depot and Two America Plaza.

Alex Shah provided an overview of plans for new retail and plaza amenities adjacent to Santa Fe Depot.

Cris Scorza and Jenna Jacobs provided an overview of the Museum of Contemporary Art activation efforts along Kettner Blvd.

COMMUNITY PARKING DISTRICT PROJECTS

Warner introduced Brendan McCartney from Pro-Cal Lighting who provided an overview and demonstration of the pole-to-pole lighting.

Warner discussed the potential to incorporate a wireless system under a five-year agreement with Pro-Cal Lighting. The wireless system would allow for real-time updates to the light show schedule.

Warner provided an update on the timing for installation of corner planters. Responses to initial comments are being completed and the plans will be resubmitted to the City.

Warner introduced David Michael and Brittany Guarino from Tecture who presented design concepts for bike racks in the Columbia District.

Board feedback included: 1) Lower height bike racks could be a tripping hazard; 2) Locations should avoid passenger and commercial loading zones; 3) Favorites were “Partitions” and “Simple – Sculptural – Material Focused;” 4) Bike racks should be located adjacent to other street furniture; and 5) Materials should relate to other streetscape improvements (e.g. corner planters).

.Warner briefed the Board on the status of other FY20 projects.

PBID PLACEMAKING UPDATE

Warner provided an update on the Columbia banner installation.

FINANCIALS

Warner provided an update on the FY20 budget.

BOARD DISCUSSION

Jones discussed the potential of creating partnerships to hold a neighborhood event, possibly on Columbia St between Ash and A Streets.

ADJOURN 1:19 PM

CALL MEETING TO ORDER

Chair Eric Jones called the meeting to order at 12:09 pm.

The following board members were present: Eric Jones, Christine Takara, and Alicia Kostick

The following guests were present: Ben Shah, Alex Shah, Brittany Guarino, Angelica Fernandez, Eric Banghart, Peter Casellini, Steve Kohn, Kristen Byrne, Vicki Estrada, Brad Richter, Chris Wahl, and Darlene Gonzalez-Seabo

The following DSDP staff members were present: Sean Warner and Kalei Levy

WELCOME AND INTRODUCTIONS

MOTION: To accept August 22, 2019 minutes –*Quorum not met*

BOARD UPDATES

- Appoint Angelica Fernandez, Thy Collection, to CCF Board - *Quorum not met*
- Appoint Alex Shah, Santa Fe Depot, to CCF Board - *Quorum not met*
- Appoint Cris Scorza, Museum of Contemporary Art, San Diego, to CCF Board - *Quorum not met*

AMERICA PLAZA/SANTA FE DEPOT PEDESTRIAN ENHANCEMENTS

Peter Casellini, MTS, provided an overview and goals for the America Plaza pedestrian enhancement project. Passengers have reported that stations are difficult to navigate and connections between the various modes of travel could be improved.

Casellini outlined four project goals: 1) Promote seamless transition between modes; 2) Leverage unique historical and cultural resources; 3) Incorporate modern wayfinding; and 4) Cutting edge green urban design and welcoming human scaled public space.

Eric Banghart provided an overview of past studies, opportunities, and challenges. Direct path of travel between Amtrak and One America Plaza often lead pedestrian to cross at unmarked locations. Existing signage is not sufficient and confusing.

Steve Kohn suggested coordinating with Port of SD planning for the Embarcadero.

Eric Jones provided historical context of resident concerns about MTS bus routes being dumped into the Columbia District

Alex Shah suggested exploring roundabout at Broadway and Kettner.

Brad Richter mentioned two project planned for the area: 1) Broadway bike lanes and; 2) B St alley enhancement.

Angelica Fernandez stressed the need for better station wayfinding for Amtrak and Trolley.

Chris Wahl provided an overview of wayfinding case studies and passed out a survey..

Art Inspired Bike Racks Revised Concepts

Sean Warner provided an overview of project timing.

Brittany Guarino, Tecture, presented three revised design concepts for bike racks in the Columbia District.

Comments included:

- Choose materials that are durable and low maintenance
- Bike racks should be sized for the location. Concerns that design may be too large and restrict pedestrian flow
- Height of concept one should be reduced
- Warner to schedule a site visit to review bike rack locations and finalize preferred design

ADJOURN 1:24 PM

A. Purpose

The Columbia Community Foundation (Foundation) is 501(c)(3) California non-profit public benefit corporation whose mission is to support and promote community improvement within the Columbia neighborhood of Downtown San Diego through activities which contribute to the economic and community well-being.

B. Composition

The authorized number of Directors of the Foundation shall not be less than (3) or more than twelve (12) until changed by amendment of the bylaws. A majority of the Directors must be members of the Board of Directors of the Downtown San Diego Partnership. The term of office of each Director of the Foundation shall be two (2) years and until his or her successor has been elected and qualified.

Any Director who does not attend three successive board meetings will automatically be removed from the Board with Board resolution unless:

- a) The Director requests a leave of absence for limited period of time, and the leave is approved by the directors at a regular or special meeting. If such leave is granted, the number of board members will be reduced by one in determining whether a quorum is or is not present;
- b) The Director suffers from an illness or disability which prevents him or her from attending meetings and the board by resolution waives the automatic removal procedure of this subsection; or
- c) The board by resolution of the majority of board members agrees to reinstate the Director who has missed three meetings.

The officers of the Corporation shall be a President, a Vice President, a Secretary, and a Chief Financial Officer.

Any Board member may serve as officer of the Corporation. Officers shall be elected by the Board, at any time, and each officer shall hold office for up to one year per term. There shall be no limit to the number of terms a person may serve as an officer.

Each Director, principal officer, and member of a committee with governing Board delegated powers shall sign a statement upon election that affirms such person:

- 1) has received a copy of the conflict of interest policy,
- 2) has read and understands the policy,
- 3) has agreed to comply with the policy, and
- 4) understands the corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Refer to “Bylaws of Columbia Community Foundation, Inc.” for additional information on board composition.

C. Functions, Responsibilities, and Authority

In carrying out its purpose, the Board shall have the following responsibilities and authority.

The Board shall:

- 1) Determine and annually review the Foundation's mission and charter
- 2) Review the annual budget prepared by Staff for approval
- 3) Select Officers
- 4) Establish annual priorities
- 5) Ensure effective planning for long-term and short-term viability
- 6) Ensure adequate human and financial resources
- 7) Monitor and strengthen the Foundation's programs
- 8) Enhance Foundation's public image
- 9) Recruit and orient new Board members
- 10) Assess Board performance

D. Meetings

- 1) The Board will meet a minimum of four times per calendar year. Minutes shall be kept of each meeting of the Board, provided to each member of the Board.
- 2) A majority of the members of the Board shall constitute a quorum for the transaction of business.

Approved by the Board of Directors on _____

**COLUMBIA COMMUNITY FOUNDATION
BOARD MEMBER AGREEMENT**

I, _____, understand that as a member of the Board of Directors of the Columbia Community Foundation Board, I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the agency, and I will act responsibly and prudently as its steward.

As part of my responsibilities as a board member:

1. I will interpret the organization’s work and values to the community, represent the organization, and act as a spokesperson.
2. I will attend at least 75% of board meetings, committee meetings, & special events.
3. I will make a personally meaningful financial contribution.
4. I will act in the best interests of the organization, and excuse myself from discussions and votes where I have a conflict of interest.
5. I will stay informed about what’s going on in the organization. I will ask questions and request information. I will participate in and take responsibility for making decisions on issues, policies and other board members.
6. I will work in good faith with staff and other board members as partners toward achievement of our goals.
7. If I don’t fulfill these commitments to the Columbia Community Foundation Board, I will expect the Board Chair to call me and discuss my responsibilities with me.

In turn, the organization will be responsible to me in several ways:

1. I will receive financial reports and an update of organizational activities that allow me to meet the “prudent person” section of the law.
2. Opportunities will be offered to me to discuss with the Board Chair and the Executive Director the organization’s programs, goals, activities, and status; additionally, I can request such opportunities.
3. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working, and by offering me opportunities for professional development as a board member.
4. Board members and staff will respond in a straightforward fashion to questions I have that I feel are necessary to carry out my fiscal, legal and moral responsibilities to this organization. Board members and staff will work in good faith with me towards achievement of our goals.
5. If the Columbia Community Foundation Board does not fulfill its commitments to me, I can call on the Board Chair to discuss these responsibilities.

Signed:

_____ Date: _____
Member, Board of Directors
_____ Date: _____

Name	Company/Organization	Term End Date (1)
Eric Jones*	Urban Real Estate	
Howard Greenberg*	Trilogy Management	
Dan McCurdy*	Irvine Company	
Christine Takara*	EMMES	
Steven Adyani	Mansour Group	
Steve Center*	Cushman & Wakefield	
Eric Dye	Whitaker	
Jeff Givens	Kearny	
Betsy Brennan*	Downtown San Diego Partnership	
Alicia Kostick	Downtown San Diego Partnership	

(1) Board members may serve additional terms as provided for in bylaws

*DSDP Board Member

Columbia Community Foundation
 Board Overview & Work Plan
 2020

Board: Columbia Community Foundation

Standing Permanent

Primary Purpose: Support and promote community improvement within the Columbia neighborhood of Downtown San Diego through activities which contribute to the economic and community well-being.

Other Info: None

Board Size: Not less than 3 or more than twelve (12) until changed by amendment of the bylaws, with a majority DSDP Board members

Board President: Eric Jones, Urban Real Estate (President) *Denotes DSDP Member

Current Members: Howard Greenberg, Trilogy Management (Vice-President) *

Dan McCurdy, Irvine Company*

Steven Adyani, Mansour Group (Secretary) *

Steve Center, Cushman & Wakefield*

Eric Dye, Whitaker

Jeff Givens, Kearny

Christine Takara, EMMES*

Betsy Brennan, Downtown San Diego Partnership*

Alicia Kostick, Downtown San Diego Partnership*

Characteristic: Reside, work or own (or be the designated representative of the owner of a business or property within the Columbia District

Staff: Sean Warner, Director of Community Enhancement

Marco Circosta

Kalei Levy

Meeting schedule: Minimum 4 meetings per year

Board Responsibilities:

- 1) Determine and annually review the Foundation's mission and charter
- 2) Review the annual budget prepared by Staff for approval
- 3) Select Officers
- 4) Establish annual priorities
- 5) Ensure effective planning for long-term and short-term viability
- 6) Ensure adequate human and financial resources
- 7) Monitor and strengthen the Foundation's programs
- 8) Enhance Foundation's public image
- 9) Recruit and orient new Board members

Specific Products or Results Expected		Timing
1.	2020 Work Plan and FY21 Neighborhoods Parking Program Budget: Review and approve Columbia Community Foundation 2020 Work Plan and Neighborhood Parking Program FY21 budget proposal	Quarter 1
2.	Governance and Planning: Develop and adopt Columbia Community Foundation 2-Year Strategic Plan; Review and amend Foundation Bylaws as necessary.	Quarter 2 & 3
3.	Metrics and 2021 Work Plan: Review progress made on 2020 goals and develop 2021 Work Plan	Quarter 4
4.	Projects and Programs Oversight: Provide input on projects and programs	As needed

Columbia District

DRAFT FY21 Parking District Budget

January 30, 2020

ATTENTION: Civic San Diego
SUBJECT: Columbia District Neighborhood Parking Program Proposal
CONTACT NAME & PHONE: Sean Warner (619) 723-8673

The Columbia Community Foundation (CCF), a 501(c)(3), is committed to leveraging the diversity of the Columbia District’s commercial, residential, restaurants and retail establishments to create a unique, vibrant, and livable neighborhood.

Over the past two years the CCF has initiated place-based strategic initiatives that include new pedestrian lighting, corner planters, and creative bike racks. The CCF has also partnered with the Downtown San Diego Partnership to develop a street pole banner program further establishing the Columbia District identity.

The CCF looks to build upon our progress through the following proposed FY21 projects in accordance with the Neighborhood Parking Program and the associated Council Policy 100-18 and subsequent City Attorney memoranda of law concerning the permitted uses of parking meter revenue.

NEIGHBORHOOD INITIATIVES & SPECIAL PROJECTS

Mobility Enhancements

Fabrication and installation of custom bicycle racks, pedestrian plazas, enhanced crosswalks, and pedestrian wayfinding signage.

Description	Cost
Pedestrian/Mobility Enhancements	\$151,786
Program Management	\$18,214
Total	\$170,000

Pedestrian Enhancements

Neighborhood pedestrian safety study and extraordinary lighting and landscaping for enhanced pedestrian safety, comfort and convenience.

Description	Cost
Security Lighting and Landscape	\$25,000
Program Management	\$3,000
Total	\$28,000

TOTAL ESTIMATED EXPENSES

Description	Cost
Mobility Enhancements	\$170,000
Pedestrian Enhancements	\$28,000
Total	\$198,000