

Meeting Agenda of the

Downtown Parking Management Group

Downtown Community Parking District (DCPD) Advisory Group
 Thursday, November 14, 2024, 11:30 AM
 Civic Center Plaza 4th Floor Conference Room
 1200 3rd Avenue, San Diego, CA 92101



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- I. Call to Order & Roll Call**
- II. Non-Agenda Public Comment**
- III. Consent Agenda** **Action Item**
- A. Approval of October 10, 2024 Meeting Minutes pp. 2 - 6
 - B. Draft Meeting Minutes of October 18, 2024 Parking Garages Ad Hoc Committee pp. 7 - 8
 - C. Chairperson's Report p. 9
 - D. Deferred Business & Future Meeting Items p. 10
- IV. City of San Diego Sustainability & Mobility (SuMo) Updates / Ahmad Erikat** pp. 11 - 12
- A. Space allocation for Designated Valet Parking permits
 - B. Monthly, Quarterly, and Annual Performance Reports
 - C. Public Outreach on AB 413
- V. Curb & Parking Conversion Requests / Claudia Brizuela** **Action Item**
- A. G Street between 4th and 5th: Passenger loading zone pp. 13 - 14
 - B. K Street between 3rd and 4th: Zone consolidations for additional parking spaces pp. 15 - 16
- VI. Parking Garages Ad Hoc Committee Actions / Manny Rodriguez** **Action Item** pp. 17 - 19
- VII. Letter on Pedicabs using Scooter Corals for Staging / Chris Gomez** **Action Item** p. 20
- VIII. Mixed Use Parking Report Resubmission / Gary Smith** **Action Item** pp. 21 - 23
- IX. Identification of Streets for Angled Parking / Chris Gomez** **Action Item** p. 24
- X. Clarifying the Ability to Delegate Officer Duties / Manny Rodriguez** **Action Item** p. 25
- XI. Items Pulled from the Consent Agenda**
Items pulled from the Consent Agenda (Item III) will be discussed at this time.
- XII. Member Comments & Announcements**
- XIII. Adjournment**
Next meeting on December 12th, 2024, 11:30 AM, at Civic Center Plaza's 4th Floor Conference Room.
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Approval of October 10, 2024 Meeting Minutes

Manny Rodriguez, Secretary

Proposed Action

Approve the October 10, 2024 meeting minutes of the Downtown Parking Management Group.

The minutes are on pages 3 - 6 of this agenda packet.

To modify the minutes prior to approval, they should be pulled from the consent agenda.

DRAFT Meeting Minutes of the Downtown Parking Management Group

Downtown Community Parking District (DCPD)
Thursday, October 10, 2024, 11:30 AM
Civic Center Plaza 4th Floor Conference Room
1200 3rd Avenue, San Diego, CA 92101



1. Call to Order - 11:30 AM

- a. Board Members Present: Paul Robinson (Chair), Gary Smith (Co-Chair), Manny Rodriguez (Secretary), Nancy Wilson-Ramon, Joel Hermosillo, Dominic Li Mandri, Chris Gomez, Nathan Bishop.
 - i. Absent: Michael Trimble, Christian Mua.
- b. City Staff Present: Ahmad Erikat, Claudia Brizuela Rodrigo Carrasco
- c. Members of the public: Jeffrey Brown (IZOLA Bakery), Alejandra Salas (IZOLA Bakery), Daniel Reeves (Circuit)

2. Non-Agenda Public Comment

- a. None.

Paul requests that Non-Agenda public comment be the first item after Call to Order for future agendas.

3. Consent Agenda

- a. Motion by Paul to approve Consent. Unanimous approval.

4. City of San Diego Sustainability & Mobility (SuMo) Updates

- a. FRED Service Quarterly
 - i. 12K to 7K passenger drop (40%) after fare implementation.
 - ii. SuMo will share top pick-up/drop-off destination items in quarterly reports.
 - iii. Gary is happy to see data. Highlighted that quarterly reports were promised and suggested they should include revenue data.
 - iv. Dominic requests if DPMG can be included in the evaluation of FRED.
 - v. Ahmad shares that City is working on RFP for a City-wide operator.
 - vi. Nancy shares that FRED is now more reliable, faster, and efficient. Will encourage the neighborhood to give FRED a try again.
 - vii. Adhmad states vehicles were reduced but this does not result in poorer service, as highlighted by Nancy's experience.
 - viii. Daniel: Highlights efficiency measures that were implemented (e.g., virtual stops, asking passengers to cross the street). Offered to share neighborhood-specific maps of where the virtual stops are.
- b. FY25 FRED Revenue Share

- i. City requests this item be pushed to a future agenda for a proper update, likely January. City does not yet have a clear image on the revenue. City only has fare revenue data from July at the moment, City is working out operational issues with Circuit.
 - ii. Discussion between Dominic and SuMo regarding CPD invoicing.
 - iii. Chris reminds everyone of the commitment made by former SuMo Director Alyssa Muto and former City CPD Program Manager Krystal Ayala to share FRED revenue to the Downtown CPD.
 - c. FY25 Garage Bond Maturity
 - i. City requests this item be pushed to a future agenda for a proper update.
 - d. AB 413 Update
 - i. 80 Downtown metered spaces identified to be removed. 59 will have minor adjustments.
 - 1. Ahmad: Originally 160 spaces were slated for removal, but staff worked to “save each and every space” they could.
 - ii. Estimating a loss of ~150K in revenue loss.
 - iii. Chris asks about angled parking spaces implementation. Claudia shared 14th Street is being worked on, and says the DPMG can rank streets for conversion (they are located in the Downtown Mobility Plan). Ahmad states they will tackle the most feasible ones from that list first.
 - 1. Chris: Requests next month's agenda have an item to establish this list.
 - iv. Dominic requests that Sunday metering be included as well.
 - 1. Ahmad: SuMo has to work on a report first and present findings/recommendations to the City Council. Findings are scheduled to be finalized by the end of the year and says DPMG will be notified in advance.
 - 2. Back and forth between Dominic and Ahmad about revenue.
 - 3. Gary reminds the DPMG that the intent of the Council Policy 100-18 is to improve parking utilization, not to generate revenue.
 - v. Claudia: Up to 137 motorcycle areas will be added.
 - vi. Gary: We used to receive maps like these [the AB 413 map created by SuMo] that showed utilization.
 - 1. Ahmad: We can look into this.
 - e. Status of Purchase Orders and Disbursement
 - i. Ahmad: Managed to get some POs out, as of yesterday approved every invoice in the queue. To improve the process do this:
 - 1. Submit an invoice at the end of every month. Do not wait months.
 - 2. Provide SuMo projections for what costs will be. This will help the City put funds aside and ready them for reimbursement.
 - ii. Chris: What about encumbered funds from FY24?
 - 1. Ahmad says they will get back to us.

2. DPMG members asked to send open projects to Ahmad.

5. Curb Conversion Requests

- a. IZOLA Bakery
 - i. Motion by Chris to accept IZOLA's request, second by Nancy.
 1. Dominic proposes an amendment to accept staff (Claudia's) recommendation for one 3 minute loading zone, two 30 minute spaces with a meter that is altered 7am to 5pm.
 2. Unanimous approval with Manny recused because he works at the bakery.
- b. 425 Market Request
 - i. Staff recommendation (Claudia) is to not proceed with conversion from red to yellow curb.
 - ii. Chris motions staff recommendation, Nancy second.
 1. Unanimous approval.

6. W Grape and Hawthorn

- a. Chris briefs DPMG on how the Airport Authority is removing all parking on W Grape and adding another traffic lane, but the Little Italy Association is opposed. The City of San Diego is redoing W. Hawthorn to replace one parking lane with a Class IV and pop-outs.
- b. Chris requests the DPMG to support the Little Italy Association's request to mirror W. Hawthorn on Grape, re-evaluate bike lanes after 3 years, and prioritize AA project on W Laurel to minimize impact on Grape, upgrade overhead signage to indicate to drivers both right lanes turn right.
 - i. Manny motions to support, second by Dominic. Unanimous approval.
- c. Manny shares that the City's W. Hawthorn design did not originally have pop-outs, but the Downtown Community Planning Council's advocacy resulted in the City including them in the design.

7. Parking Garages Committee

- a. Scope of the committee includes parking garages, streateries, alternative revenues streams, and looking into a nonprofit corporation for the DCPD.
- b. Manny is the Chair. Paul, Chris, and Gary are the other members.
- c. Meeting scheduled to Friday 18th 12pm
- d. *No action taken.*

8. New DCPD Corporation

- a. Chris: Costs will be \$250 per neighborhood. New City America will work on creating this corporation. Need to get it established before the end of the year.
- b. Ahmad: All communications and invoicing will be done via this entity.
- c. City Council action required to appoint a corporation as the new DCPD manager.

9. Agenda Preparation Consistent with DPMG Bylaws
 - a. Chris requests that bylaws be updated in the next meeting to ensure we are in compliance with the Chair delegating roles.
10. Items Pulled from Consent - None
11. Member Comments & Announcements
 - a. Dominic: Go Padres.
12. Adjournment - 12:45PM

Draft Meeting Minutes of October 18, 2024 Parking Garages Ad Hoc Committee

Manny Rodriguez, Parking Garages Ad Hoc Committee Chair

Informational Item

The draft meeting minutes of the Parking Garages Ad Hoc Committee are included on page 8 of this agenda packet as a reference.

Should the Committee choose to meet again they will vote to approve them.

To modify the minutes prior to approval, they should be pulled from the consent agenda.

DRAFT Meeting Minutes of the Ad Hoc Parking Garages Committee

Downtown Parking Management Group (DPMG)
Friday, October 18, 2024, 12:00 PM
Little Italy Association Office
710 W Ivy Street, San Diego, CA 92101



- 1. Call to Order & Roll Call - 12pm**
 - a. Present: Manny Rodriguez (Chair), Chris Gomez, Gary Smith
 - b. Absent: Paul Robinson
 - c. Members of the public present: Nancy, Dominic (joined ~1pm).
- 2. Non-Agenda Public Comment**
 - a. Gary Smith says East Village Green should be fenced.
- 3. Committee Agenda**
 - a. Discussed all publicly-owned parking assets in Downtown (e.g., City and County garages, City surface lots)
 - i. Discussed how the Parking District would be able to efficiently operate them to improve parking management. Currently the management of these assets is profit-driven, the Parking District would have a different approach.
 - b. Discussed arguments for the Parking District management of the garages.
 - c. On item of streateries and other revenue sources:
 - i. Discussed urging the City that the Parking District be made whole for the loss of revenue from streateries, special events, contractors, etc.
 - d. Motion by Manny, second by Chris, to draft a letter for DPMG review regarding management of parking garages in Downtown.
 - i. Letter would include:
 1. History & intentions
 2. Request for City to return revenue of garages to the Parking District and for the District to manage the garage operations.
 3. Arguments for request
 - a. Civic purpose of assets
 - b. Efficient parking management
 - c. Overnight parking for residents, expediting climate action & mobility projects, fixing lighting & sidewalks
 4. Request to be included in CP 100-18 update discussions
 - e. No action taken on streateries.
- 4. Member Comments & Announcements**
 - a. None
- 5. Adjournment - 1:30pm.**

Chairperson's Report

Paul Robinson, Chairperson

Informational Item

Per Article 6, Section 6, of the Downtown Parking Management Group bylaws, the regular board meeting agendas shall have a Chairperson's report.

A report may be included in this Agenda Packet or given verbally by the Chairperson.

Deferred Business & Future Meeting Items

Downtown Parking Management Group

Informational Item

Per Article 6, Section 6, of the Downtown Parking Management Group bylaws, the regular board meetings agendas shall have “Old/Deferred business” and “Proposed agenda items for future meetings”.

Any member of the Downtown Parking Management Group may request that any of the following discussion topics be pulled from the agenda for discussion in the meeting or in a future meeting:

- a. DPMG as Advisory Body to CPD1AB
- b. Cost/Pricing Issues
- c. Shift of Parking Hours in the Marina District
- d. Metered Parking During Special Events
- e. Extend Meter Hours into Evening and Include Sunday Meters
- f. FY23 Meter Utilization Summary. Staff will compile and present a summary by neighborhood at a future meeting.
- g. 5th and Cross Streets Proposed Changes
- h. MTS Bus Layover Zones
- i. Parking Permit Pilot Program for Cortez Hill
- j. MTS Bus Layover Zones AdHoc Committee
- k. Parking Meter Inventory in City Storage
- l. Pending Curb Conversion Work Orders

Sustainability & Mobility (SuMo) Updates

Ahmad Erikat, Sustainability & Mobility Interim Parking Districts Program Manager

Informational Item

SuMo will provide updates on the following topics:

- A. Space allocation for designated Valet Parking permits
 - *A new approach will be introduced.*

- B. Monthly, Quarterly, and Annual Performance Reports
 - *Performance Reports for Community Parking Districts.*

- C. Public Outreach on AB 413
 - *View flier on page 12 of this agenda packet*
 - *AB 413 is a state law that will improve pedestrian safety by “daylighting” intersections, which is the disallowing of parking near intersections so that pedestrians are better visible to drivers and vice versa.*

RED CURB PAINTING NEW STATE LAW IMPLEMENTATION

AB 413 Daylighting at Crosswalks

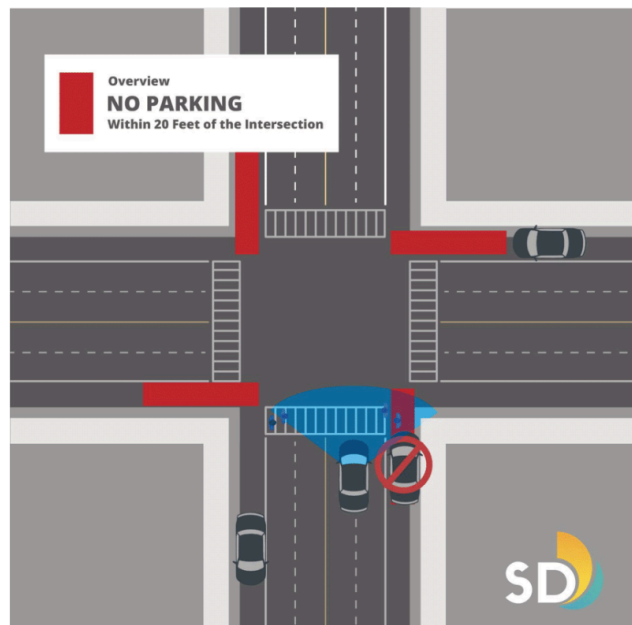
The City of San Diego will soon paint a red zone curb and prohibit parking at the intersection adjacent to this property and in compliance with state law.

Assembly Bill 413 (AB 413), commonly known as the **“Daylighting Bill”**, aims to improve visibility and safety for both pedestrians and drivers. The law, which goes into effect on January 1, 2025, prohibits stopping or parking a vehicle within 20 feet of any crosswalk, including intersections without markings or 15 feet of crosswalks with curb extensions.

Every intersection in San Diego with a marked or unmarked crosswalk is subject to the new law. The City is prioritizing busy, high-pedestrian intersections to install red zone curbs in order to better guide drivers on where parking is prohibited; maintain increased visibility; and reduce the need for parking enforcement.



FOR MORE INFORMATION VISIT
[SANDIEGO.GOV/DAYLIGHTING](https://sandiego.gov/daylighting).



G Street between 4th and 5th: Passenger loading zone

Claudia Brizuela, City of San Diego Senior Traffic Engineer

Request

install passenger loading zone fronting or near Reviva Med business (SN# 40300769828).

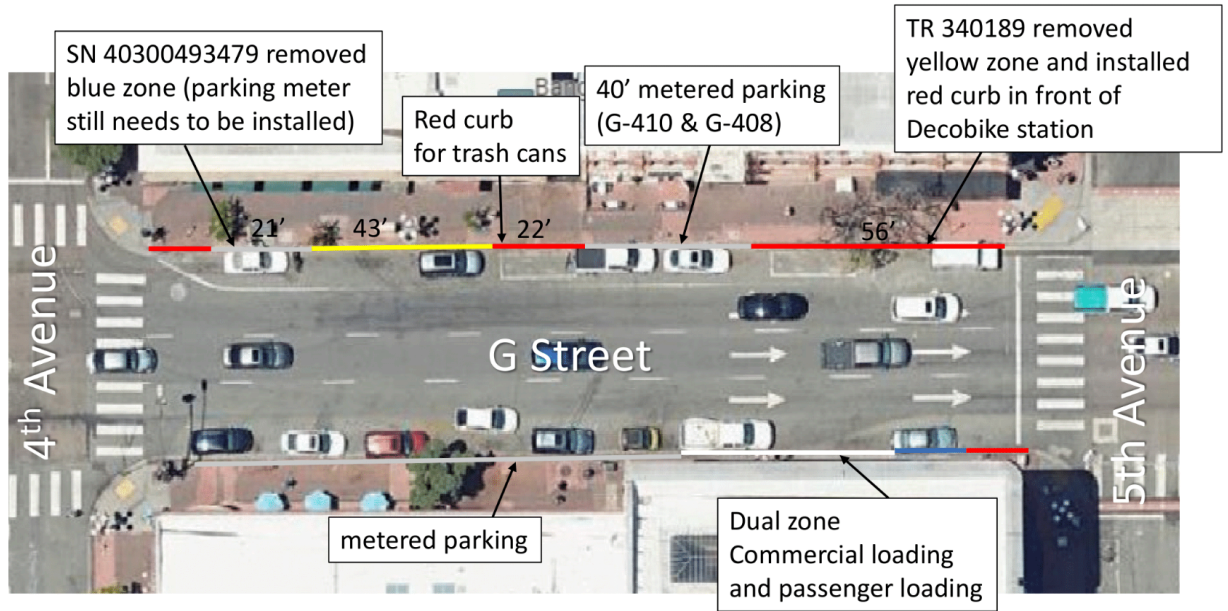
Staff Recommendation

install a 20' white curb fronting business (where previously existed) near the red curb midblock and relocating the commercial loading zone west towards Fourth Avenue to make it easier for commercial deliveries to pull into the loading zone. As a separate request, the Transportation Department is evaluating whether a portion of the red curb on the north side near Fifth Avenue can be removed to install metered parking.

A diagram can be found on the following page or via this link:

<https://www.dropbox.com/scl/fi/2jpvq38xwsejf0u16sob5/Diagrams-for-DPMG-on-Request-for-Red-Curb-Reduction-400-G-Street.pdf?rlkey=y15nevhs7s6q91spkxyv9ov1q&st=qojziu80&dl=0>

Existing curb designations



Staff Recommendation is to install 20' white curb fronting business (where previously existed) near red curb midblock and relocating commercial loading zone west towards Fourth Avenue to make it easier for commercial deliveries to pull into loading zone. As a separate request Transportation Department is evaluating whether a portion of red curb on north side near Fifth Avenue can be removed to install metered parking.



K Street between 3rd and 4th: Zone consolidations for additional parking spaces

Claudia Brizuela, City of San Diego Senior Traffic Engineer

Request

Re-evaluate curb designations to see if we can consolidate commercial and passenger loading zones to allow for more metered parking on the north side (SN# 40300924116).

With consolidation of commercial and passenger loading zones four additional metered parking spaces can be gained on the north side.

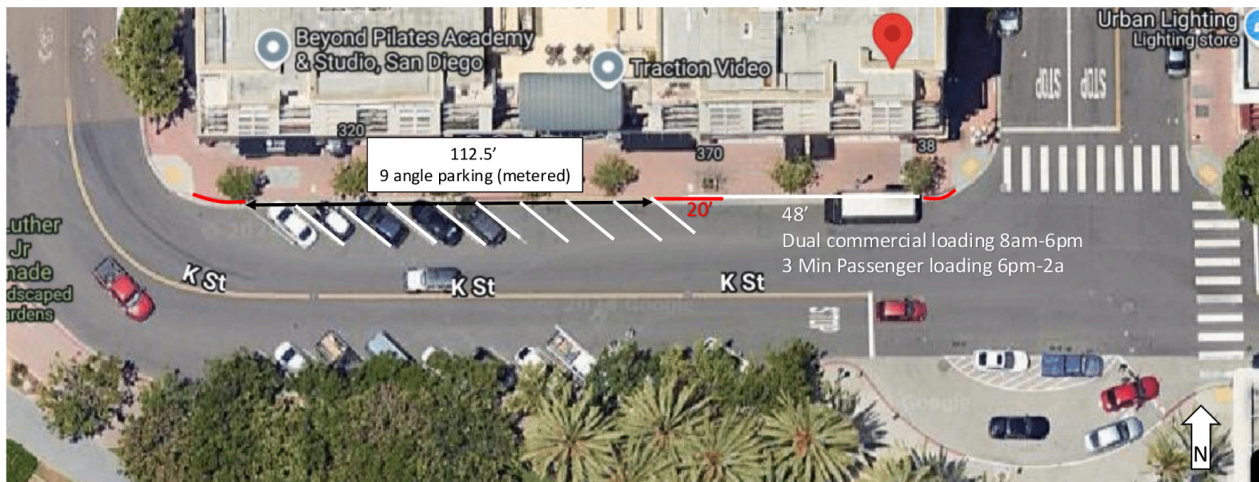
A diagram can be found on the following page or via this link:

<https://www.dropbox.com/scl/fi/phj66wyg6zuhu41inrtyr/SN-40300924116-Diagram-for-DPMG-Consolidation-of-zones-for-more-metered-parking.pptx?rlkey=ov3z5m9bo5zg0cyr1px5w78wb&st=dm04cwl8&dl=0>

Existing Conditions:



Proposed Conditions:



Parking Garages Ad Hoc Committee Actions

Manny Rodrigez, Parking Garages Ad Hoc Committee Chair

Proposed Action

Draft a letter to the City regarding the Park-it-on-Market and 6th & K Parkade garages (“two garages”).

Background

The Ad Hoc Committee met on October 18, 2024, to discuss the following:

- The two garages.
- Publicly-owned parking assets in Downtown generally.
- DCPD management of garages and to advance civic purposes.
- Streateries.

The Committee voted to recommend to the full Downtown Parking Management Group that they draft and send a letter regarding the two garages that emphasizes the following:

- These garages ought to serve a civic purpose.
- DCPD can use the garages as a tool to improve parking utilization.
- DCPD can explore overnight parking with management of garage operations.
- DCPD can expedite climate & mobility projects with the garage funds.
- DCPD can fix lighting and sidewalks with the garage funds.

- These parking garages were constructed by and financed with bonds from the former Redevelopment Agency (RA), not the City of San Diego.
- The DCPD has had \$1.2M set aside for many years to cover those bonds.
- The DCPD has for many years been receiving revenue from these garages (even when the DCPD used to belong to the RA), so there is a precedent for our request.
- The City took the revenues for this fiscal year from the DCPD and gave no explanation as to why they did that.

The Committee Chair drafted a letter for consideration, you can view it on pages 18 - 19 of this agenda packet.

[Date]

Honorable Mayor Todd Gloria
Councilmember Stephen Whitburn
City of San Diego
202 W C Street
San Diego, CA 92101

Subject: Request for Revenue Allocation and Operational Oversight of 6th & K Parkade and Park-It-On-Market Parking Garages

Dear Mayor Gloria and Councilmember Whitburn,

On behalf of the Downtown Community Parking District (DCPD) Advisory Group, I am writing to request that the revenue generated by the 6th & K Parkade and Park-It-On-Market parking garages be returned to the DCPD, with operational management guided by the DCPD Advisory Board. This request aligns with the original intent of these facilities, ensuring they serve as vital resources for our Downtown community.

Rationale and Civic Benefits

These garages were financed by bonds from the former Redevelopment Agency (RA), with the goal of supporting civic and community needs in the Downtown area. For years, the DCPD has managed the revenue from these garages, reinvesting it into the community through projects that enhance parking management, mobility, and quality of life.

However, in this fiscal year, the City redirected these revenues without prior explanation, halting a longstanding precedent of community reinvestment. This change comes at a time when the DCPD budget is at historic lows, and while the District has continued to fund community services like the FRED shuttle, which serves Downtown but places an incredible financial burden on the DCPD. By restoring revenue oversight and permitting operational management to the DCPD, we can enhance Downtown parking resources to meet the community's needs in impactful ways:

1. Parking Utilization and Access

Unlike a for-profit model, DCPD prioritizes civic outcomes over profit maximization. With the funds and operational management, the DCPD can pursue pricing strategies to incentivize visitors to park in the garages rather than circle the block looking for street parking. The DCPD can also implement innovative approaches such as overnight parking for residents in buildings with limited or no parking. This supports your administration's efforts to improve mobility and prioritize the number of homes over parking spots in new developments.

2. Support for Climate and Infrastructure Projects

The DCPD is committed to expediting climate-conscious and mobility-enhancing projects. Revenue from these garages will directly support initiatives that make Downtown safer, greener, and more walkable by improving street lighting, sidewalk conditions, and accessibility.

Historical Context and Financial Responsibility

These garages were initially constructed by the RA, not the City. The DCPD has also maintained a fund of \$1.2 million for many years to cover bond payments, underscoring our commitment to responsibly steward these assets. For many years, the DCPD received garage revenue to support Downtown improvements, creating a precedent for the District's financial management and reinforcing the community-based purpose of these facilities.

With this clear history of fiscal responsibility and community-focused management, we urge the City to recognize the importance of restoring these revenues to the DCPD. Doing so will empower the District to continue prioritizing the community's needs, address critical infrastructure projects, and foster an environment that aligns with San Diego's broader goals of sustainability, accessibility, and community well-being.

Our Request

We respectfully ask that the City return the revenue from the 6th & K Parkade and Park-It-On-Market parking garages to the DCPD, allowing the Advisory Board to oversee operations and manage these assets for the benefit of Downtown residents, visitors, and future generations.

Thank you for your consideration of this essential request. We look forward to your support in restoring these funds to the DCPD, so we can continue to serve and improve our Downtown community.

Sincerely,

[Signature]

[Name]

Chair, Downtown Community Parking District Advisory Group

[Contact Information]

Letter on Pedicabs using Scooter Corals for Staging

Chris Gomez, Little Italy Association District Manager

Proposed Action:

Discuss the merits of a letter to the City on pedicabs using scooter corrals for staging and decide whether or not to draft one.

Background

Pedicab staging has been an issue in Downtown. Pedicabs actively block crosswalks, bike lanes, and parking spaces. Since the scooter corrals are no longer being used, which presents an opportunity to the DCPD.

Mixed Use Parking Report Resubmission

Gary Smith, Co-Chair

Proposed Action

Re-submit the report on Mixed Use Parking Zones Pilot Program to the City in light of the recent turnover in SuMo staff.

The report is on pages 22 - 23 of this agenda packet.

Downtown Parking Management Group Report

Date Issued: June 12, 2023

To: City of San Diego, Department of Sustainability and Mobility, Streets, Traffic Engineering

From: Downtown Parking Management Group

Subject: Mixed Use Parking Zones Pilot Project

Primary Contact: Gary Smith, 619-994-4234

Council District(s): Potentially all

OVERVIEW:

The City of San Diego (City) granted the Downtown Parking Management Group (DPMG) acting as the Community Advisory Board for Community Parking District One, the ability to designate certain zones as “Mixed Use” for a pilot project to test the utility, practicality, and ease of use. This project began in the Gaslamp Quarter in 2013. In 2015 The DPMG reported on the success of this pilot and was granted permission to expand the pilot throughout Downtown. The DPMG has now completed that pilot project and urges adoption of mixed use zones throughout the City where appropriate.

PROPOSED ACTIONS:

That the City adopt regulations and amend various codes to allow mixed use zones where requested by interested parties or proposed by traffic engineers, to best utilize the limited on street parking resources throughout the City.

DISCUSSION OF ITEM:

In developing parking strategies for downtown the DPMG noted that certain zones resulted in dramatic underutilization of scarce on street parking resources. In consultation with traffic engineers, parking enforcement and the community, several different types of mixed use zones were tried. For example, a valet zone is 24 hours, but a restaurant or other limited hours establishment then had that zone vacant for more than half and often two thirds, of the day. Similarly a commercial loading zone might be occupied less than an hour in the allotted time and then become uncontrolled parking for the remaining two thirds of the day. The mixed use zone allowed several different uses and more efficiently used the space. Examples include metered spaces in morning and afternoon with passenger pickup/drop off or valet zones in evenings. Similarly having commercial loading in mornings, metered in afternoon and passenger P/D or valet in evenings. Or commercial loading in mornings, metered in afternoon and

free parking overnight.

It was rapidly discovered that the key to making these mixed uses a success was the appropriate signage to ensure days, times, and types of utilization were clear.

Going forward with the de emphasis of “self contained” parking in the City demand for on street parking has dramatically increased and mixed use zones will allow more flexibility in partially meeting that demand.

City Of San Diego Strategic Plan: Enrich Every Neighborhood, provide easy access and avoid excessive circulation. Advance Mobility, reducing travel by assuring convenient access.

Fiscal Considerations: Gain in parking turnover, and associated meter revenue in metered districts. Increase in signage costs associated with mixed use in both initial placement and ongoing maintenance. Neither considered to have any significant impact on the general budget.

Charter Section 225 Disclosure of Business Interests: N/A

Climate Action Plan Implementation: Reduces circulation looking for ADA accessible spaces or passenger loading and unloading, motorcycle, personal mobility or commercial loading. Impact from this reduction estimated at 600ft to 1000ft of travel per trip to affected areas.

Equal Opportunity Contracting Information (if applicable): City Standards

Previous Council and/or Committee Actions: Not yet submitted. **Planning**

Commission Action: Not yet submitted.

Key Stakeholders and Community Outreach Efforts: All Downtown Business Improvement Districts, community members.

Submitted: Gary Smith, Secretary, DPMG

Identification of Streets for Angled Parking

Chris Gomez, Little Italy Association District Manager

Proposed Action

Identify and recommend streets for angled parking conversion, which can be tied in with ongoing City efforts like AB 413 implementation.

Claudia Brizuela, Senior Traffic Engineer for the City, advises that we look into the Downtown Mobility Plan and prioritize the streets the plan recommends for angled parking.

Downtown San Diego Mobility Plan:

<https://www.sandiego.gov/sites/default/files/downtown-san-diego-mobility-plan.pdf>

This item was requested to be agendaized during the previous Downtown Parking Management Group meeting.

Clarifying the Ability to Delegate Officer Duties

Manny Rodriguez, Secretary

Proposed Action

Amend the Downtown Parking Management Group bylaws to clarify that Officers are allowed to delegate responsibilities to other officers and/or staff.

There is a precedent of assessment districts in the City of San Diego having board officers who delegate tasks to other officers or staff. This is a common practice that allows for more efficient meeting facilitation and agenda drafting.

The Secretary proposes the following amendment under Article 5 (Chair & Vice Chair):

“Section 8. Delegation of Duties:

Officers may delegate any part of their duties to other officers or designated staff, provided that they retain oversight and responsibility for all delegated tasks. Such delegation does not absolve officers of accountability for the delegated duties.”

This item was requested to be agendized during the previous Downtown Parking Management Group meeting.