



**SOUTH LAKE PARKING PLACE COMMISSION  
REGULAR MEETING**

**DEPARTMENT OF TRANSPORTATION  
221 E. Walnut St., Suite 210**

**Minutes of Regular Meeting  
March 28, 2019**

**I. CALL TO ORDER**

The meeting was called to order at 8:04am

**II. ROLL CALL**

**Commissioners Present:** Jennifer Higginbotham, William DeClercq, Tammy Silver

**Commissioners Absent:** Darrell Done, Del Lile

**Staff Present:** Jon Hamblen, Duke Beacham, Pam Thyret

**III. APPROVAL OF MINUTES**

a. January 24, 2019 Meeting – *approved*

**FUND 217, SHOPPER'S LANE SURFACE LOTS**

**IV. NEW BUSINESS**

a. **Welcoming Tammy Silver**

b. **Essential Spending Allocation**

The Commission's goal is modernization while remaining budget neutral. Re-surfacing the Shopper's Lane lot was determined to be a need. Hamblen asked Public Works about cost for this project, and the high-end estimate is \$1.2 million for an asphalt overlay. The funding source would be the operating budget. Less-essential projects wanted for Shopper's Lane include: landscaping upgrades (\$100,000 cost), lighting upgrades (\$75,000 cost), bicycle docking (cost TBD), and reconfiguration (cost TBD).

**V. OLD BUSINESS**

a. **Property Tax Update**

Steve Mermell contacted the Assessor's Office in an attempt to ensure no further delays. The Assessor requested and received some unspecified documents. The hearing is still scheduled for next month.

- b. Loading Zone Work Plan**  
Subject deferred as related to essential spending (see above).
- c. EV Parking and Charging Stations**  
Plan is currently moving forward.

**VI. INFORMATION ITEMS**

- a. Financials**  
Revenue is good, expenses within budget – awaiting Assessor’s decision.
- b. Meter Performance**  
Good.
- c. Parking Enforcement**  
Good.

**FUND 232, SOUTH LAKE ON-STREET METERS**

**VII. NEW BUSINESS**

**VIII. OLD BUSINESS**

**IX. INFORMATION ITEMS**

- a. Financials**  
Good -- \$86,000 proposed for FY2020 for Lake Avenue Gold Line Station pedestrian access improvements.
- b. Meter Performance**  
Good.
- c. Parking Enforcement**  
Good.
- d. Attendance Reporting**  
Moved to next meeting.

**X. COMMISSIONER COMMENTS**

**XI. CHAIR COMMENTS**

**XII. OTHER REPORTS**

Jon Hamblen will look into the cost of having someone redesign Shopper’s Lane.

**XIII. ADJOURNMENT**

Meeting adjourned at 8:50am.

The next meeting will be held on Thursday, May 23, 2019, at 8:00 a.m. in the 210 conference room at 221 East Walnut Street, Pasadena.

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***Duke Beacham***  
***Recording Secretary***