



**SOUTH LAKE PARKING PLACE COMMISSION  
REGULAR MEETING**

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

**Minutes of Regular Meeting  
May 24, 2018**

**I. CALL TO ORDER**

The meeting was called to order at 8:08 a.m.

**II. ROLL CALL**

**Commissioners Present:** Jennifer Higginbotham, Darrell Done, Del Lile

**Commissioners Absent:** William DeClercq, Thomas Canavan

**Staff Present:** Jon Hamblen, Mike Woolson, Duke Beacham, Pam Thyret, Fred Dock, Julie Gutierrez

**Public:** None

**III. APPROVAL OF MINUTES**

a. March 22, 2018 Meeting – *approved*

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

**IV. NEW BUSINESS**

**a. City Manager’s Office “Join The Conversation”**

Julie Gutierrez gave a presentation on City budget challenges and handed out a survey to the commissioners re: public feedback. Commissioner Done suggested spreading the sidewalk repair fees among everyone as opposed to only property sellers. Julie stated that she would pass along the suggestion. She left at the conclusion of her presentation at 8:37am.

**V. OLD BUSINESS**

**a. Property Tax Update**

No update at this time.

**VI. INFORMATION ITEMS**

**a. Financials**

Jon Hamblen stated that revenues are up and consistent with FY17, and expenses are projected to be below FY17.

**b. Meter Performance**

Trending upward per Jon Hamblen. Some CALE meters need to be replaced, but there is a reserve for this expense.

**c. Parking Enforcement**

Trending upward per Jon Hamblen.

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

**VII. NEW BUSINESS**

**VIII. OLD BUSINESS**

**IX. INFORMATION ITEMS**

**a. Financials**

Fund is healthy per Jon Hamblen.

**b. Meter Performance**

Projected to end within expectations and with costs below projections per Jon Hamblen.

**c. Parking Enforcement**

Consistent per Jon Hamblen.

**X. COMMISSIONER COMMENTS**

None

**XI. CHAIR'S COMMENTS**

Commissioner Higginbotham brought up lot maintenance, stating that it seems to be improved.

**XII. OTHER REPORTS**

Fred Dock talked about considerations being made to implement potential Shopper's Lane Loading Zone changes. It was agreed to discuss the Shopper's Lane Loading Zone Work Plan at the next meeting since attempts to schedule a special meeting for this subject were unsuccessful.

**XIII. ADJOURNMENT**

Meeting adjourned at 9:10am.

The next meeting will be held on Thursday, July 26, 2018, at 8:00 a.m. in the 210 conference room at 221 East Walnut Street, Pasadena.

---

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