



OLD PASADENA PARKING METER ZONE ADVISORY COMMISSION

MINUTES OF THE SPECIAL MEETING

Thursday, January 20, 2011

I. CALL TO ORDER

The meeting was called to order at 10:06 am in the Department of Transportation 221 E. Walnut St., Conference Room 210.

II. ROLL CALL

Commissioners Present

Rhea Roberts, Marilyn Buchanan, Debbie Meymarian, Scott Ward

Excused

Sally Lunetta, Susan Hickman

City Staff

Mike Woolson, Gloria Flores, Alejandra Flores

Guest

Max Vazquez (Inter-Con), Steve Mulheim, Anna Grazioli (OPMD)

III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

IV. APPROVAL OF MINUTES

Approval of minutes of October 7, 2010 Special Meeting.

Motion

Commissioner Buchanan made a motion to approve the Minutes of the Special OPPMZAC Meeting of October 7, 2010 once amended. Commissioner Meymarian seconded the motion; minutes were approved unanimously by the Commission.

V. CHAIR'S STATEMENT

Chair Roberts requested that the commissioners speak one at a time, speak on target with individual statements, and stay within the commission's time frame for meetings.

VI. NEW BUSINESS

VII. OLD BUSINESS

A. FY2010-2011 Work Plan – Charles Kindred

Mr. Woolson informed the commission the work plan was submitted to the City Clerk's office, and the Parking Management staff is waiting for a date when the work plan will be submitted before a committee or council.

B. Discuss dates for budget planning – Anne Vilagut

Mrs. Gloria Flores reported to the commission that next years budget is to remain flat and any budget comments from OPPMZAC Commissioners are due by February 4, 2011, suggesting a sub-committee meet before then. Commissioner Buchanan and Commissioner Lunetta will meet with Mrs. Gloria Flores to discuss the budget planning.

C. Valet parking update – Gloria Flores

Mrs. Gloria Flores reported to the commission on the process of deciding which and how many meters a valet company can occupy, reporting that the final decision is decided by Traffic Engineering, based on traffic impact and regulatory factors.

VIII. INFORMATION ITEMS

A. Financial Reports – Anne Vilagut

Mrs. Gloria Flores reported revenues and expenses through October 31, 2010 are currently on target. Commissioner Buchanan questioned the adopted budget vs. actual budget on the following financial items: Materials & Supplies, Miscellaneous Contract, City Abatements, Internal Services and Merchant fees. Mr. Woolson and Mrs. Flores will follow up on the items in question.

B. Meter Plant and Enforcement Statistics – Mike Woolson

Mr. Woolson reported on the Old Pasadena Parking Meter Plant Statistics, to the commission. The commission expressed their concern regarding loading zones and parking spaces/lots being used as loading zones, Mr. Woolson will follow up with Traffic Engineering, following up with the commission.

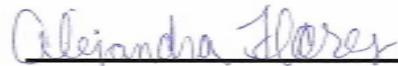
MOTION:

Commissioner Meymarian made a motion to place on the agenda to vote on the passing through a convenience fee to credit card users on the meters. Seconded by Commissioner Buchanan, passed unanimously.

C. Inter-Con – Max Vasquez

Mr. Vazquez reported to the commission that additional enforcement staff has been assigned to Old Pasadena.

The meeting was adjourned at 11:06 a.m. The next Regular Meeting of the OPPMZAC will be Thursday, March 17, 2011 at 10:00 a.m. in the Department of Transportation conference room, Room 210.



Alejandra Flores
Recording Secretary