

OLD PASADENA PARKING METER ZONE ADVISORY COMMISSION
Transportation Administration Office
221 E. Walnut St., Suite 210
Pasadena, CA 91101

MINUTES
Thursday, January 17, 2013
10:00 A.M.

I. CALL TO ORDER

The meeting was called to order at 10:06 a.m.

II. ROLL CALL

Commissioners Present:

Steve Mulheim, Marilyn Buchanan, Susan Hickman,
Sally Lunetta, Debbie Meymarian

Commissioners Excused:

Scott Ward

Staff Present:

Charles Kindred, Mike Woolson, Gloria Flores, Anne Vilagut,
Dina Raya, America Espinosa, Adriana Marin

III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

None

IV. APPROVAL OF MINUTES – October 18, 2012

It was moved by Commissioner Buchanan and seconded by
Commissioner Hickman to approve the Minutes of the January 17, 2013
meeting. **MOTION CARRIED.**

V. CHAIR'S STATEMENT

No statement was given at this time.

VI. NEW BUSINESS

A. Work Plan – Charles Kindred

Chair Mulheim will forward the approved Work Plan FY 2012-2013 to
Mr. Kindred.

B. Finance charges – America Espinosa

America Espinosa reviewed the Fund Appropriation Reports. Staff will provide budget reports for 2012-2013 to include accounts 8149 and 8705 coin collection for FY2011 at next meeting.

C. Valet – Steve Mulheim

Chair Mulheim reported on traffic in garages and vehicle violations. Mr. Kindred stated that all valet parking locations are being re-evaluated. Mr. Kindred will schedule a meeting with Mike Sabet, Unified Parking, to discuss the warnings issued.

D. Meter conversion – Charles Kindred

Mr. Kindred stated that the installation of the new meters will be completed by March 2013. Mr. Kindred stated that the pilot is going well and will schedule a meeting with the company to discuss costs.

E. Funding the purchase of tree grates – Steve Mulheim

It was moved by Commissioner Buchanan and seconded by Commissioner Hickman to approve allocation of \$40,000 for replacement of tree grates for FY2013. **MOTION CARRIED.**

VII. OLD BUSINESS

A. Extending meter hours – Charles Kindred

Mr. Kindred reported that the engineering section will have survey results by the end of the week and expressed the urgency to move forward with extending hours to 2 a.m. on weekends.

B. Pedestrian Safety Project – C. Kindred

No update.

C. Single space meter pilot – C. Kindred

Mr. Kindred reported on the success of the pilot program and recommended to further explore the program.

VIII. INFORMATION ITEMS

A. Financial Reports – Anne Vilagut

Ms. Vilagut provided overview of the fund appropriations report for the Old Pasadena Parking Meter Fund 213, including revenue and expenses and reviewed the monthly revenue. Staff was asked to provide fund balances for each project.

B. Meter plant and statistics – Gloria Flores

Ms. Flores reported on the meter plant statistics, repairs and revenues and stated that the meter revenues are half a percent higher than last year.

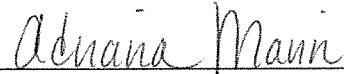
C. Parking Enforcement – Dina Raya

Commissioner Hickman stated that she has witnessed enforcement staff riding bikes on sidewalks and bikes making unsafe U-turns.

Ms. Raya stated that a bike training is scheduled for February 4, 2013 and will address these concerns.

IX. ADJOURNMENT

The meeting was adjourned at 11:24 a.m. The next Regular Meeting of the OPPMZAC is scheduled for Thursday, April 18, 2013.



Adriana Marin
Recording Secretary