



**OLD PASADENA PARKING METER ZONE ADVISORY COMMISSION  
REGULAR MEETING**

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

**Draft Minutes of Regular Meeting  
April 20, 2017**

**I. CALL TO ORDER**

The meeting was called to order at 11:08 am.

**II. ROLL CALL**

**Commissioners Present:** Chair Debbie Meymarian, Vice-Chair Marilyn Buchanan, Sally Lunetta, and Susan Hickman

**Commissioners Absent:** Jack Huang, Steve Mulheim, and Scott Ward

**Staff Present:** Jon Hamblen, Diana Garcia, Claire Hester, and Art Chute

**Guests:** Nathan Berry, Passport Parking, Inc.

**III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

None

**IV. NEW BUSINESS**

**a. Fund Allocations – Meter Replacement Cost Estimates**

Mr. Hamblen provided cost estimates for replacement of existing single space meters. The consensus of the Commission was to wait and see how the Mobile Payment App works prior to further discussion.

**V. OLD BUSINESS**

**a. Staff General Fund/Strategic Planning**

None

**b. Mobile Payment App**

Nathan Berry from Passport provided a demonstration on the mobile payment application for parking meters. He mentioned there is no cost to the City; users will be charged directly an amount of \$0.10 per transaction. The goal is to implement the payment application by July 1<sup>st</sup>.

**c. Loading Zone Plan**

Mr. Hamblen reported that the loading zone study has been completed. Incremental work such as signage and pavement markings has also been done. He will request that Joaquin Siques attend the next OPPMZAC meeting to provide an update.

**d. Taxi Zone Update**

Mr. Hamblen reported that there are Taxi Zones in Old Pasadena for Taxi use. The PMC does not allow Taxi's to park in metered spaces therefore, Parking Enforcement has been instructed to cite Taxi's parked in metered spaces.

**VI. INFORMATION ITEMS**

**a. Financial Reports**

Mr. Hamblen responded to questions on the Financial Report.

**i. Discussion of PD Footbeat cost**

Claire Hester and Art Chute from the Pasadena Police Department presented information on PD Footbeat costs and services provided. No increase is requested to the budget for FY18.

**b. Meter Plant and Statistics**

Mr. Hamblen reported battery replacement is the most common repair on single space meters.

**c. Parking Enforcement**

Abuse of Disabled Parking Placards was discussed.

**d. Civic Center Pilot Study**

Mr. Hamblen discussed the Civic Center Pilot study which has a goal to reduce the number of parking citations issued and establish a system that manages parking occupancy through a demand based pricing model. Parking occupancy is the metric.

**VII. APPROVAL OF MINUTES**

**a. January 19, 2017 Meeting**

Motion made by Chair Meymarian, seconded by Vice Chair Buchanan, to approve minutes of the January 19, 2017, meeting as submitted. Motion approved unanimously.

**VIII. COMMISSIONER COMMENTS**

None

**IX. CHAIR'S COMMENTS**

None

**X. OTHER REPORTS**

None

**XI. ADJOURNMENT**

Meeting was adjourned at 12:35 p.m.

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Diana Garcia, Recording Secretary