



**SOUTH LAKE PARKING PLACE COMMISSION
REGULAR MEETING**

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

**Minutes of Regular Meeting
March 22, 2018**

I. CALL TO ORDER

The meeting was called to order at 8:13 a.m.

II. ROLL CALL

Commissioners Present: Jennifer Higginbotham, William DeClercq, Del Lile

Commissioners Absent: Darrell Done, Thomas Canavan

Staff Present: Jon Hamblen, Mike Woolson, Joaquin Siques, Duke Beacham, Brad Fuller, Pam Thyret

Public: None

III. APPROVAL OF MINUTES

a. January 25, 2018 Meeting – *approved*

FUND 217, SHOPPER'S LANE SURFACE LOTS

IV. NEW BUSINESS

V. OLD BUSINESS

a. ADA Compliance

Mike Woolson stated that this matter went before council and the contract is currently routing. The work is set to be done in August or September, and the cost is approximately \$56,000.

b. Property Tax Update

This item was moved up to the first issue discussed. Brad Fuller called Chris Mederici, tax expert and outside counsel, on speakerphone for the update. An appeal was filed months ago, but the department is backlogged. A hearing is scheduled for the end of April, but the goal is to resolve the issue with the Assessor's Office before the hearing. Fuller and Commissioner DeClercq debated options regarding unfavorable outcome. Another update next meeting. Fuller left the meeting at 9:05am.

c. Yellow Zone Cost Analysis

Pam Thyret stated that it would cost approximately \$18,000 to evaluate the loading zones and approximately \$40,000 more for retail outreach to survey for solutions. A special meeting was requested (for April or June) to discuss a work plan.

d. Landscaping and Lot Cleaning

Pam Thyret spoke with the landscapers and cleaners about issues, which has resulted in much improvement.

VI. INFORMATION ITEMS**a. Financials**

Jon Hamblen stated that revenues are expected to exceed FY17, and expenses are projected to be below FY17. Mike Woolson presented a graph detailing monthly parking permits.

b. Meter Performance

Performance is on an upswing (Hamblen).

c. Parking Enforcement

Enforcement has been strong beginning FY17 (Hamblen).

FUND 232, SOUTH LAKE ON-STREET METERS**VII. NEW BUSINESS****VIII. OLD BUSINESS****IX. INFORMATION ITEMS****a. Financials**

Revenues and expenses are within budget. Fund projected to remain healthy. (Hamblen)

b. Meter Performance

Strong, consistent (Hamblen)

c. Parking Enforcement

Strong, consistent (Hamblen)

X. COMMISSIONER COMMENTS**XI. CHAIR'S COMMENTS**

None

XII. OTHER REPORTS

None

XIII. ADJOURNMENT

Meeting adjourned at 9:38am.

The next meeting will be held on Thursday, May 24, 2018, at 8:00 a.m. in the 210 conference room at 221 East Walnut Street, Pasadena.

Duke Beacham
Recording Secretary