



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

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

**Minutes of Regular Meeting  
January 16, 2020**

**I. CALL TO ORDER**

The meeting was called to order at 11:03am

**II. ROLL CALL**

**Commissioners Present:** Chair Marilyn Buchanan, Jack Huang, Craig Chrisney, Kevin Litwin, Sally Lunetta

**Commissioners Absent:** Steve Mulheim, Vice Chair Debbie Meymarian

**Staff Present:** Mike Woolson, Duke Beacham, Gloria Flores (arrived at 11:24am and left at 11:42am)

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

(Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Chair may limit this time if reasonable under the circumstances.)

**IV. NEW BUSINESS**

**a. Elections**

Commissioner Lunetta nominated Commissioner Chrisney for new Chair and Commissioner Litwin for new Vice Chair. Commissioner Huang seconded. Unanimously approved.

**V. OLD BUSINESS**

**a. Taxi and Loading Zone Updates**

Postponed until next meeting. Commissioners Huang and Mulheim have been unable since the last meeting to meet with Joaquin Siques to discuss the topic.

**b. Funding Priorities for Capital Improvement Projects**

Sean Singletary was unable to attend but sent the following message: *No projects proposed using parking revenue. Budget being put together now, so it's a good time to propose.* Due dates were requested by the Commission, and there was discussion of a potential Special Meeting to approve a budget if needed. Joaquin Siques spoke to Commissioner Mulheim by phone, and it was determined that a Special Meeting was unnecessary.

**VI. INFORMATION ITEMS**

**a. Financial Reports**

Gloria Flores stated that the fund is doing well – trending 3.5% higher than this time last year. Fund is currently projected to end FY2020 with an available \$1,079,190.

**b. Meter Plant and Statistics**

Battery replacement continues to be the primary cost.

**c. Parking Enforcement**

Consistent

**VII. APPROVAL OF MINUTES**

**a. October 17, 2019 Meeting**

Motion passed unanimously.

**VIII. COMMISSIONER COMMENTS**

**IX. CHAIR COMMENTS**

**X. OTHER REPORTS**

**XI. ADJOURNMENT**

Chair Buchanan adjourned the meeting at 11:52am.

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Duke Beacham, Staff Liaison