



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

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

**Minutes of Regular Meeting
October 15, 2020**

I. CALL TO ORDER

The meeting was called to order at 11:03am

II. ROLL CALL

Commissioners Present: Chair Craig Chrisney, Marilyn Buchanan, Jack Huang, Steve Mulheim, Debbie Meymarian (joined at 11:20am)

Commissioners Absent: Sally Lunetta

Staff Present: Jon Hamblen, Alex Hernandez, Gloria Flores, Patrisia de la Torre, Duke Beacham

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. COVID-19 Impacts

Alex Hernandez reported a promising increase in revenue over the past couple of months, but not much more of an increase can be expected with COVID-19 restrictions still in place. It is hopeful that the existing balances and reserves will sustain the fund throughout the remainder of the year.

b. 2020-2021 Commission and Committee Annual Reports

Jon Hamblen will communicate with Commissioners Chrisney and Mulheim, and this topic will be discussed at the next meeting.

c. Election of New Vice Chair

Commissioner Mulheim was nominated by Commissioner Huang, and Commissioner Buchanan seconded. Motion passed for Commissioner Mulheim to serve as new Vice Chair.

V. OLD BUSINESS

a. Taxi and Loading Zone Updates

No further outreach has been done on this topic due to the COVID-19 outbreak. Topic will be tabled until COVID-19 conditions permit a return to the subject.

b. Funding Priorities for Capital Improvement Projects

On hold due to the COVID-19 outbreak.

VI. INFORMATION ITEMS

a. Financial Reports

Based on actual data through September 30, 2020, expenses are expected to exceed revenue in FY21. This will impact the FYE 2020 fund balance of \$1,372,677 which is made up of \$772,677 available for appropriations and \$600,000 in reserves for Operations and Meter replacement. We are hopeful that economic activity continues to improve and revenue may return to Pre-COVID levels. However, until the COVID-19 pandemic has stabilized, we should continue to remain vigilant of any unnecessary expenses.

b. Meter Plant and Statistics

The meters are aging but expected to last a few more years. The most common cost continues to be battery replacement.

c. Parking Enforcement

Enforcement is back in full. The Inter-Con contract was approved by Council.

VII. APPROVAL OF MINUTES

a. July 16, 2020 Meeting

Motion passed unanimously.

VIII. APPROVAL OF MINUTES

a. September 17, 2020 Special Meeting

Motion passed unanimously.

IX. COMMISSIONER COMMENTS

X. CHAIR COMMENTS

XI. OTHER REPORTS

XII. ADJOURNMENT

Chair Chrisney adjourned the meeting at 11:38am.

Duke Beacham, Recording Secretary