



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

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

**Minutes of Special Meeting
February 23, 2023**

- I. CALL TO ORDER**
The meeting was called to order at 11:03am
- II. ROLL CALL**
Commissioners Present: Chair Marilyn Buchanan, Steve Mulheim, Jack Huang and Sally Lunetta
Commissioners Absent: Vice Chair Debbie Meymarian
Staff Present: Alex Hernandez and Patrisia De La Torre
- 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. Passport Update**
Alex Hernandez provided the Commission with updates on Passport App usage City wide. The Commission requested an update of the Passport App fees and the parking zones.
- V. OLD BUSINESS**
 - a. Parking Strategic Plan Update**
Moved to a future meeting.
- VI. INFORMATION ITEMS**
 - a. Financial Reports**
Based on actual data through January 31, 2023, this fund is estimated to end FY 2023 with a fund balance of \$1,583,650 made up of \$683,650 available for appropriations and \$900,000 in reserves for Operations and Meter replacement. DOT continues to work on finalizing the Parking Strategic Plan, which includes implementing an efficient parking and mobility program within the city.
 - b. Meter Plant and Statistics**
No updates at this time.
 - c. Parking Enforcement**
Enforcement is steady.
- VII. APPROVAL OF MINUTES**
 - a. October 20, 2022 Meeting**
Motion passed unanimously.

VIII. COMMISSIONER COMMENTS

IX. CHAIR COMMENTS

X. OTHER REPORTS

XI. ADJOURNMENT

Chair Buchanan adjourned the meeting at 12:08pm.

Patrisia De La Torre, Recording Secretary