



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

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

**Minutes of Regular Meeting
July 20, 2017**

I. CALL TO ORDER

The meeting was called to order by Chair Meymarian at 11:05 a.m.

II. ROLL CALL

Commissioners Present: Chair Debbie Meymarian, Vice-Chair Marilyn Buchanan, Jack Huang, Steve Mulheim, Scott Ward, and Susan Hickman (arrived at 11:10 a.m.)

Commissioners Absent: Sally Luneta

Staff Present: Jon Hamblen, Duke Beacham, Mike Woolson, Gloria Flores, Sebastian Hernandez, and Joaquin Siques.

III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Sebastian Hernandez, City of Pasadena Transit Division, discussed the need to remove metered parking spaces in order to extend bus stop loading zones to improve safety. The three locations identified were Raymond Avenue at Union Street in front of Chutney Restaurant (1 meter), Raymond Avenue at Holly Street across from Memorial Park (1 meter), and northbound in front of the Senior Center (3 meters). Commissioner Mulheim requested staff look into ways of mitigating the impacts of lost metered/parking spaces.

Commissioner Mulheim informed the Commission that there is state legislation being proposed that would require higher requirements to obtain a disabled parking placard including more frequent re-verification for the placard.

IV. NEW BUSINESS

a. Annexation of West Gateway Parking Meters

Mr. Hamblen reported that during the budget process, the City Manager recommended the West Gateway Parking Meter District, made up of 52 metered spaces, be annexed into the Old Pasadena Parking Meter Zone. Mr. Hamblen provided a fund sheet showing the West Gateway Parking meter fund is operating at a net profit. City Council approval is required for annexation.

Motion by Vice Chair Buchanan, seconded by Commissioner Hickman, to follow staff's recommendation for the annexation of the West Gateway Meter Zone into the Old Pasadena Parking Meter Zone. Motion passed unanimously.

b. Annual Reports - Work Plan and Accomplishments

Chair Meymarian and Commissioner Mulheim will work on updating the Work Plan and Accomplishments and submit at the next OPPMZAC meeting. Mr. Hamblen will request an extension from the City Clerk for submission of the reports.

V. OLD BUSINESS

a. Loading Zone Plan

Mr. Siques presented a powerpoint and informed the OPPMZAC that the commercial loading zone study has been completed for Old Pasadena. The City is in the implementation process. Some of the recommendations include: adding additional loading zones, reconfigurations of existing loading zones for easier access, review of signage, establishing loading zone maps to share with businesses, and turning yellow zones into passenger loading zones during afterhours for pick up and drop off and rideshare. Chair Meymarian asked that staff look into turning some loading zones to metered zones afterhours.

b. Taxi Zone Update

Commissioner Huang has an issue with the Taxi Zone in front of Barneys and would like staff to look into moving the Taxi Zone to Arroyo Parkway. Mr. Siques will follow up on the Taxi Zone placement/relocation requirements.

c. Mobile Payment App Update

Mr. Hamblen reported the contract has been signed and the Mobile Payment Application is expected to be implemented in September or October of this year.

VI. INFORMATION ITEMS

a. Financial Reports

Ms. Flores responded to questions regarding financials.

b. Meter Plant and Statistics

Ms. Flores responded to questions regarding Meter Plant and Statistics.

c. Parking Enforcement

Mr. Hamblen responded to questions regarding Parking Enforcement.

VII. APPROVAL OF MINUTES

a. April 20, 2017 Meeting

Motion by Chair Meymarian, seconded by Vice-Chair Buchanan, to approve the draft minutes of the April 20, 2017 meeting as submitted. Motion passed unanimously.

VIII. COMMISSIONER COMMENTS

None

IX. CHAIR'S COMMENTS

None

X. OTHER REPORTS

None

XI. ADJOURNMENT

Chair Meymarian adjourned the meeting at 12:34 pm

Duke Beacham, Recording Secretary