



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

**Department of Transportation
221 E. Walnut Street, Suite 210, Pasadena
Thursday, November 3, 2015
11:00 a.m.**

DRAFT MEETING MINUTES

I. CALL TO ORDER

The meeting was called to order at 11:04 a.m. by Chair Meymarian.

II. ROLL CALL

Commissioners Present: Chair, Debbie Meymarian; Vice Chair, Marilyn Buchanan; Steve Mulheim; Susan Hickman and Scott Ward

Commissioners Absent: Sally Lunetta

Staff Present: Jon Hamblen, Gloria Flores, Mike Woolson, Norman Baculinao, Zoila Flanagan-Rojas and Innocent Onyeka

III. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

None

IV. NEW BUSINESS

A. Elections:

Chair Meymarian made a motion to nominate Chair Meymarian and Vice Chair Buchanan for an additional term. The motion was seconded by Vice Chair Buchanan and passed unanimous.

V. OLD BUSINESS

A. Exemption of Overnight Parking:

Staff Hamblen restated the Overnight Parking proposal regarding businesses applying to exempt two parking spaces adjacent to their business from the overnight parking ordinance. The Commission expressed concern with the Overnight Parking solution as these spaces would not be for exclusive use for consumers of the business and would allow anyone to park in the spaces. Additional options were requested at the next meeting.

The Commission raised concerns regarding an increase of parking citations being issued between 5:00-6:00 a.m. Consideration to post specific signage for short term parking between these hours was discussed. The discussion was tabled for future advisement.

VI. INFORMATION ITEMS

A. Credit Card Transaction Fee Update:

Commissioner Mulheim questioned the legality of charging credit card transaction fees. Staff Flores informed the Commission that per the City Attorney's Office, there are no legal issues as long as consumers are properly notified and given an option to decline the transaction. Staff Hamblen and Woolson will be attending a parking conference in Oakland and will discuss credit card transaction fees with other cities. The Commission agreed to continue the discussion by appointing a sub-committee at their next meeting.

B. Update on Taxi Zones:

Staff Baculinao identified three Taxi Zones in Old Pasadena: On Arroyo Parkway, Colorado and Green. Chair Meymarian asked why the loading zone on Raymond/Green is not a 24-hour loading zone and stated that it provides free parking for some drivers on weekends. Staff Baculinao will meet with Taxi operators next week and will provide updates to the Commission at the next meeting.

C. Meter Hour Extensions/Review Signage & Implementation:

Staff Baculinao informed the Commission that all parking signs have been installed by Public Works and that there is now uniform signage in Old Pasadena. Staff Baculinao will look at improving no parking signage adjacent to First Baptist Church, on Marengo Avenue, to be implemented in January 2016.

D. Financial Reports:

Staff Flores presented financial reports and responded to questions. Overall, the fund is projected to end the year with \$314,981 available for appropriations.

E. Meter Plant and Statistics:

Staff Flores went over meter plant and statistics with the Commission and responded to questions.

F. Parking Enforcement:

Staff Hamblen reported on Parking Enforcement's renewed contract with Inter Con Security. The renewed contract implemented on October 1, 2015, includes the provision of equipment and electric rechargeable vehicles known as, "Fireflies."

Chair Meymarian raised questions about Parking Enforcement response time. Staff Woolson referred the commission to the on-line Citizen's Service Center (CSC) and Parking Enforcement (626) 744-6440 for improved response time.

VII. APPROVAL OF MINUTES:

A. July 16, 2015, Regular Meeting:

Chair Debbie Meymarian proposed a correction in wording, from "deliberate" to "question" on item V-D. Vice Chair, Buchanan motioned to approve the minutes as

corrected, seconded by Commissioner Mulheim, the vote was unanimous to approve the July 16, 2015, regular meeting minutes as edited.

VIII. COMMISSIONER COMMENTS

No comments

IX. CHAIR'S COMMENTS

No comments

X. OTHER REPORTS

None

XI. ADJOURNMENT

Chair Debbie Meymarian motioned to adjourn the meeting at 12:25 p.m. and the new Recording Secretary, Zoila Flanagan-Rojas, will communicate the date of the next regularly scheduled meeting to the Commission.

Zoila Flanagan-Rojas, Recording Secretary