



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

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

**Draft Minutes of Regular Meeting
April 21, 2016**

I. CALL TO ORDER

The meeting was called to order at 11:01 a.m.

II. ROLL CALL

Commissioners Present: Chair Debbie Meymarian, Vice Chair Marilyn Buchanan, Steve Mulheim, Sally Lunetta and Susan Hickman

Commissioners Absent: Scott Ward

Staff Present: Fred Dock, Jon Hamblen, Mike Woolson, Gloria Flores, Phil Tong, Norman Baculinao, Sean Singletary (Public Works) and Karla Covarrubias

Public: None

III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

None

IV. NEW BUSINESS

NONE

V. OLD BUSINESS

A. UPDATE ON TAXI ZONES

Mr. Baculinao proposed sign was presented. Three 24 hour loading zones will be part-time taxi zones from 7pm to 2am. Mr. Baculinao will update the verbiage on the sign to say "daily" instead of "except Sunday". Mr. Baculinao addressed all commissioners' questions and concerns.

B. UPDATE ON EXEMPTION OF OVERNIGHT PARKING

Mr. Dock presented exemption of overnight parking. Council approved recommendation to approve a permit based to exempt overnight parking in the business district. City attorney will write an ordinance and awaiting second

council reading. Mr. Dock addressed all commissioner's questions and concerns.

VI. INFORMATION ITEMS

A. CREDIT CARD TRANSACTION FEE UPDATE

Mr. Hamblen presented commissioners with credit card transaction fee update. Mr. Hamblen will update commissioners on the proceedings on passing on the credit card fees to customers. Mr. Hamblen will also provide commissioners research data on other cities that have passed on these fees to customers regarding revenue and continued deficit. Mr. Hamblen addressed all commissioners' questions and concerns.

B. UPDATE ON LOADING ZONES

Mr. Dock presented commissioners with an update on loading zones. A consultant has been retained to review best practices and inventory. Mr. Dock addressed all commissioners' questions and concerns.

C. FINANCIAL REPORTS

Ms. Flores presented commissioners with the financial reports. Staff addressed all commissioners' questions and concerns. Mr. Singletary informed commissioners that for FY16 \$40,000 was used for contract work, replace and replenish grate stock.

D. METER PLANT AND STATISTICS

Ms. Flores presented commissioners with the meter plant and statistics. Ms. Flores addressed all commissioners' questions and concerns.

E. PARKING ENFORCEMENT

Mr. Hamblen presented commissioners with and update on parking enforcement. Mr. Hamblen addressed all commissioners' questions and concerns.

VII. APPROVAL OF MINUTES

MOTION:

Commissioner Mulheim motioned to approve the minutes for January 21, 2016 as submitted. Commissioner Meymarian seconded and motion was unanimously approved

VIII. COMMISSIONER COMMENTS

None

IX. OTHER REPORTS

None

X. ADJOURNMENT: 12:25 P.M.

MOTION:

Chair Meymarian adjourned the meeting.

The next meeting will be held in Thursday, July 21, 2016, at 11:00 a.m. in the 210 conference room at 221 East Walnut Street, Pasadena.

Karla Covarrubias
Recording Secretary