



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

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

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

**I. CALL TO ORDER**

The meeting was called to order at 11:03 a.m.

**II. ROLL CALL**

**Commissioners Present:** Chair Debbie Meymarian, Vice Chair Marilyn Buchanan, Steve Mulheim, Sally Lunetta, Scott Ward, Jack Huang and Susan Hickman

**Commissioners Absent:** None

**Staff Present:** Jon Hamblen, Frank Rhemrev and Karla Covarrubias

**Public:** None

**III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

None

**IV. NEW BUSINESS**

**A. Ethics Check-in**

Mr. Rhemrev updated commissioners on ethic matters such as political reformat, common and criminal law.

**B. Annual Work Plan and Accomplishments**

Mr. Hamblen presented commissioners with the Annual Work Plan and Accomplishments. Commissioners reviewed and finalized the new work plan. Mr. Hamblen will send commissioners an individual draft and request an extension for submittal.

**V. OLD BUSINESS**

**A. UPDATE ON TAXI ZONES**

Mr. Hamblen updated the commissioners with taxi zones and addressed all commissioners 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 provide commissioners with a Pilot Program comparison report to compare cost for multi-space credit card meters. He addressed all commissioners' questions and concerns.

**B. UPDATE ON LOADING ZONES**

Mr. Hamblen presented commissioners with an update on loading zones. Mr. Hamblen addressed all commissioners' questions and concerns.

**C. FINANCIAL REPORTS**

Ms. Hamblen presented commissioners with the financial reports and addressed all commissioners' questions and concerns.

**D. METER PLANT AND STATISTICS**

Was not presented

**E. PARKING ENFORCEMENT**

Mr. Hamblen presented commissioners with and update on parking enforcement. Mr. Hamblen will provide the ratio of tickets issued by city staff and Inter-con. Mr. Hamblen addressed all commissioners' questions and concerns.

**VII. APPROVAL OF MINUTES**

**MOTION:**

Commissioner Buchanan motioned to approve the minutes for April 21, 2016 as submitted. Commissioner Hickman seconded and motion was unanimously approved

**VIII. COMMISSIONER COMMENTS**

None

**IX. OTHER REPORTS**

None

**X. ADJOURNMENT: 12:32 P.M.**

**MOTION:**

Chair Meymarian adjourned the meeting.

The next meeting will be held in Thursday, October 20, 2016, at 11:00 a.m. in the 210 conference room at 221 East Walnut Street, Pasadena.

Karla Covarrubias  
Recording Secretary