



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

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

**Minutes of Regular Meeting  
January 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 and Scott Ward

**Commissioners Absent:** Susan Hickman

**Staff Present:** Fred Dock, Jon Hamblen, Mike Woolson, Gloria Flores, Phil Tong, Norman Baculinao, Ruby Kakita, Frank Rhemrev, Assistant City Attorney and Karla Covarrubias

**Public:** None

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

None

**IV. NEW BUSINESS**

**A. FY17 PROPOSED BUDGET**

Gloria Flores presented commissioners with FY17 proposed budget. Staff addressed all commissioners' questions and concerns. Ms. Flores made recommendation to hold off on any unnecessary appropriations to the budget until reserves are built up.

**V. OLD BUSINESS**

**A. EXEMPTION OF OVERNIGHT PARKING**

Fred Dock updated commissioners on exemption of overnight parking. Staff addressed all commissioners' questions and concerns. Fred recommended amending City of Pasadena municipal code, to allow number of spaces per

business, as exempt from the parking prohibition. Mr. Dock presented the proposed plan for parking exemption from 2 a.m. – 6 a.m.

**MOTION:**

Chair Meymariam made a motion to accept the proposed modification to the Pasadena municipal code to provide exemption from the overnight parking prohibition for businesses. Vice Chair Buchanan seconded and motion was unanimously approved.

**MOTION:**

Chair Meymariam made a motion to accept the proposed modification as proposed. Motion was denied and unanimously not approved.

**VI. INFORMATION ITEMS**

**A. CREDIT CARD TRANSACTION FEES**

Mr. Hamblen presented commissioners with credit card transaction fees. Ms. Flores will update commissioners on expiration date for Axia contract. Mr. Hamblen discussed convenience fee, for credit card charges, which are not in place at this time. Staff addressed all commissioners' questions and concerns.

**B. UPDATE ON TAXI ZONES**

Norman Baculinao updated commissioners on taxi zones. Staff addressed all commissioners' questions and concerns. Mr. Baculinao advised staff that taxi operators were advised on the proposed taxi stand hours of 7p.m. – 2a.m. Once proposal is accepted by taxi operators, signs will be ordered. Existing loading zones to be changed into taxi zones are: 1. On Colorado, Southside of DeLacey/Pasadena Avenue, 2. Colorado west of Raymond, 3. West Arroyo Parkway, between Colorado and Union.

**C. LOADING ZONES**

Mr. Dock updated commissioners on loading zones. Staff addressed all commissioners' questions and concerns. Mr. Dock informed the commissioners that an RFP was released on January 6, 2016 to do a commercial loading zone analysis of Old Pasadena.

**D. FINANCIAL REPORTS**

Ms. Flores presented commissioners with the financial reports. Staff addressed all commissioners' questions and concerns. Ms. Flores clarified item D on minutes for November 3, 2015, for \$314, 981 was for FY2015, not for FY16. Mr. Tong informed commissioners on the meter's 2% standard increase based on a trend on revenue. Mr. Tong will update commissioners on new data for next meeting.

**E. METER PLANT AND STATISTICS**

Ms. Flores presented commissioners on meter plant and statistics. Staff addressed all commissioners' questions and concerns.

**F. PARKING ENFORCEMENT**

Mr. Hamblen presented commissioners on parking enforcement. Staff addressed all commissioners' questions and concerns. Mr. Hamblen addressed Vice Chair Buchanan's concern regarding absence in parking enforcement, from a concerning resident, regarding parking in front of a fire hydrant. Mr. Hamblen will discuss with Inter-Con.

**VII. APPROVAL OF MINUTES**

**MOTION:**

Commissioner Meymarian motioned to approved the minutes for November 3, 2015 as submitted. Commissioner Mulheim seconded and motion was unanimously approved

**VIII. COMMISSIONER COMMENTS**

None

**IX. CHAIR'S COMMENTS**

None

**X. OTHER REPORTS**

None

**XI. ADJOURNMENT: 12:19 P.M.**

**MOTION:**

Chair Meymarian adjourned the meeting.

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

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Karla Covarrubias  
Recording Secretary