



**CITY OF SOUTH PASADENA
MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION
MEETING AGENDA**

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030
June 20, 2023 at 6:30 p.m.**

IN-PERSON

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to Government Code Section 54953, subdivision (e) (3), meetings of the Mobility and Transportation Infrastructure Commission (MTIC) for Tuesday, June 20, 2023, will be conducted remotely and held by video conference.

The in-person/virtual meetings will maintain transparency and public access while protecting the health and safety of the public. Members of the public have the option to participate in-person or via Zoom using the following link:

Mobility and Transportation Infrastructure Commission
Zoom Meeting Information
Meeting ID: 838 8062 7402
Passcode: 553044

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or
2. Click on the following unique Zoom meeting link:
<https://us02web.zoom.us/j/83880627402?pwd=MG41d0RZUjhMQnJEK2VaTjVRSWtqdz09>
or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://us02web.zoom.us/u/ky9n7bhtz>

PUBLIC COMMENT AND SUGGESTIONS (Public Comments are limited to 3 minutes)

The MTIC welcomes public input. If you would like to comment on this agenda item, members of the public may participate by means of one of the following options:

Option 1: Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during the comment portion of the agenda to speak for up to 3 minutes; or

Option 2: Email public comment(s) to: mticpubliccomments@southpasadenaca.gov. **Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record.** Written Public Comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s).

Please make sure to indicate: 1) your name (optional), and 2) what agenda item you are submitting public comment on, and/or 3) Submit by no later than 12:00 pm., on Tuesday, June 20, 2023.

CALL TO ORDER: Chair Dunlap

ROLL CALL: Commissioners: Commissioner Abelson, Chair Dunlap, Commissioner Fisher, Commissioner Hughes, and Commissioner Zavala.

CITY COUNCIL LIAISON: Councilmember Jack Donovan

STAFF PRESENT: Ted Gerber, Public Works Director (“PWD”), David Pena, Transportation Program Manager (“TPM”), and Leonna DeWitt, Public Works Assistant (“PWA”)

PLEDGE OF ALLEGIANCE: Commissioner Zavala

PUBLIC COMMENT

1. Public Comment – General

INFORMATION REPORTS

2. Project Status Update – PWD Gerber

ACTION / DISCUSSION

3. Draft – Annual Report and Fiscal Year 202-2024 Work Plan Report

4. Approval of Minutes of the Special Mobility and Transportation Infrastructure Commission Meeting on May 31, 2023

COMMUNICATIONS

5. City Council Liaison Communications

6. Commissioner Communications

7. Staff Liaison Communications

ADJOURNMENT

FUTURE MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION MEETINGS

June 28, 2023	War Memorial Commissioner Congress	6:00 p.m.
July 18, 2023	Council Chamber	6:30 p.m.
August 15, 2023	Council Chamber	6:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Commission Meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/mobility-and-transportation-infrastructure-commission>

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City website as required by law.

06/14/2023

Date

/s/

Leonna DeWitt

Public Works Assistant

ITEM 2
Project Status Update



Mobility and Transportation Infrastructure Commission Agenda Report

ITEM NO. 2

DATE: June 20, 2023
FROM: H. Ted Gerber, Director of Public Works
SUBJECT: **Project Status Update**

Recommendation

It is recommended that the Commission receive and file an update on the status of projects related to the City’s mobility and transportation infrastructure.

Information

Public Works projects are generally divided into two areas: (1) Capital Improvement Program (CIP) projects and (2) routine or special Operations & Maintenance (O&M) projects. Ongoing or planned projects related to mobility and transportation infrastructure in both of these areas, along with their recent status, are listed in the tables below.

Capital Improvement Program (CIP) Projects	Project Status
Mission and Fremont Rectangular Rapid Flashing Beacons	<p><u>No Significant Update</u> <i>Staff working to release bid.</i></p> <p>This project installs Rectangular Rapid Flashing Beacons (RRFBs) at Fremont Avenue and Lyndon Street, Mission Street and Diamond Avenue, and Mission Street and Fairview Avenue.</p> <p>Staff are working to implement updates to the bid package with the design consultant.</p>
Street Improvements	<p><u>Updated Status</u> <i>Design Consultant and Project Management Consultant working to release first bid package.</i></p> <p>The Street Improvement Projects were discussed at the ‘State of Streets’ joint Council & MTIC Meeting on April 26, 2023. The ‘2018-2019’ Street Improvements consultant is reviewing updates to the bid package to release this ‘first’ FY 23-24 set by July 2023. Staff and Project Management consultant are setting up resources for construction management and materials testing related to the pending construction, as well as initiating the master planning effort. The ‘2018-2019’ and ‘2019-2020’ repair projects are being submitted for SB1 funding to the State. Staff will review the streets to be reconstructed with the Commission.</p>

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Capital Improvement Program (CIP) Projects	Project Status
Measure M Project Funding Requests	<p><u>Updated Status</u> <i>Four Projects Approved. New projects to be considered in FY 23-24.</i></p> <p>Four of the submitted projects were approved and included as separate projects below. The Commission will review new proposed projects in FY 23-24 to submit for the 2024 project request cycle.</p>
Grevelia Street and Fair Oaks Avenue Measure M Project	<p><u>New Project</u> <i>Funding Agreement to be executed.</i></p> <p>Staff are working with a Metro representatives to file the documents necessary in order to execute a funding agreement (MM5506.06). Staff met with Caltrans to discuss requirements related to the lane changes recommended at the SR-110 freeway exit.</p>
Orange Grove Avenue Widening from Oliver Street to Arroyo Seco Park	<p><u>New Project</u> <i>Funding Agreement to be executed.</i></p> <p>Staff are working with a Metro representatives to file the documents necessary in order to execute a funding agreement (MM5506.08).</p>
Pedestrian Crossing Devices	<p><u>New Project</u> <i>Funding Agreement to be executed.</i></p> <p>Staff are working with a Metro representatives to file the documents necessary in order to execute a funding agreement (MM4101.11).</p>
Columbia Street Striping & Signal Improvements	<p><u>No Significant Update</u> <i>\$9.9M in Measure R Mobility Improvement Project (MIP) Funds were approved by Metro and Pasadena City Council included the project in the City CIP.</i></p> <p>On May 8, 2023 the City of Pasadena's Council determined Pasadena's funded project to be in conformance with the City's General Plan. City staff will work with Pasadena DOT to determine the next steps to move this project forward. Staff are working with a Metro representatives to file the documents necessary in order to execute South Pasadena's Measure M MSP funding agreement (MM5506.07).</p>

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Capital Improvement Program (CIP) Projects	Project Status
<p>Fremont/Huntington Mobility Active Transportation & Mobility Improvement Projects</p>	<p><u>Updated Status</u> <i>Staff met with Community Groups. Feasibility and charrette contract being developed. Near-term improvements underway.</i></p> <p>Staff met with Easterly Huntington Drive Area residents as well as Fremont Residents to discuss project status and next steps. Staff is working with a consultant to develop a scope that includes feasibility work and public feedback sessions through a charrette process. Staff plan to discuss the scope with MTIC and bring the agreement to Council in August. In the near-term staff have developed a list of improvements that can be completed by staff and contractor services maintenance agreement(s).</p>
<p>City of Pasadena ‘Stub’ Relinquishment / Transitional Project Development & City of Alhambra I-10 Modifications</p>	<p><u>Updated Status</u> <i>Discussion with Alhambra and Pasadena.</i></p> <p>South Pasadena, Pasadena, and Alhambra staff held an initial discussion, and are scheduling follow up meetings. The City of Alhambra approved a Measure R funding agreement with Metro for the Fremont Ramp and Interchange Improvements. Staff provided an update to Council on the status of the Pasadena re-visioning process and the ‘Advancing Alhambra’ projects.</p>
<p>Sidewalks Replacement & ADA Ramps Upgrades</p>	<p><u>No Significant Update</u> <i>Bid Package in development.</i></p> <p>Staff are developing the bid package for multiple curb ramp replacements along Meridian Avenue. Staff met with the Los Angeles County Development Authority Community Development Division to discuss the project progress and funding deadlines. The bid package requires review by a labor compliance specialist and several non-standard ramp locations require input from a design consultant. Once these reviews are complete, the package will be released for bidding.</p>

Capital Improvement Program (CIP) Projects	Project Status
<p>North-South Corridor Intelligent Transportation Systems (ITS) Deployment Project</p>	<p><u>Updated Status</u> <i>Public Outreach Meeting and Preliminary Environmental Study Completed.</i></p> <p>A public outreach meeting for this project was held on May 18, 2023 at the Library Community Room. Staff and the consultant met the Federal Highway Administration and Caltrans in late April and confirmed the proposed prioritization of the project components is acceptable. Staff are submitting the completed Preliminary Environmental Study to Caltrans' Division of Environmental Analysis and met with Metro to discuss the project coordination with the NextGen Countywide Signal Priority Upgrade and Expansion. Currently, the consultant is reviewing the current signal timing in preparation for the new coordination system configuration.</p>
<p>Farmer's Market Bollard System</p>	<p><u>No Significant Update</u> <i>Potential grant funding opportunity identified.</i></p> <p>This future proposed project is listed in the 5-Year Capital Improvement Program (CIP). Staff is currently exploring an available funding opportunity for this project. The project is scheduled for implementation in Fiscal Year 2024-2025.</p>
<p>Fair Oaks SR-110 Interchange Loop/Hook On-Ramp</p>	<p><u>No Significant Update</u> <i>Alternative study scope being developed for City Council approval.</i></p> <p>A task order to prepare initial study documents is being developed with a professional services on-call consultant for City Council approval. After Council approval, the consultant and City staff will coordinate a meeting with Metro and Caltrans to discuss near-term study work and future Measure R Mobility Improvement Project (MIP) funding. Staff presented an overview of these steps during the March 21, 2023 MTIC meeting.</p>
<p>Fair Oaks SR-110 Interchange Loop/Hook Grevelia Off-Ramp</p>	<p><u>No Significant Update</u> <i>Alternative study scope being developed.</i></p> <p>See above "Fair Oaks SR-110 Interchange Loop/Hook On-Ramp" status.</p>

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Capital Improvement Program (CIP) Projects	Project Status
<p>Highway Safety Improvement Program (HSIP) Cycle 11 Projects</p>	<p><u>New Projects</u> <i>Recently awarded grant funding.</i></p> <p>On March 9, 2023, South Pasadena was awarded over \$500,000 in HSIP funding for four (4) projects submitted in Fall 2022 related to street lighting, bike lanes, and pedestrian crossing improvements at multiple locations:</p> <p>The intersection of Monterey Road and Fremont Avenue and the intersection of Fair Oaks Avenue and Grevelia Street south of the 110 Freeway on and off-ramps to improve traffic signal timing and hardware, add intersection lighting (\$32,350).</p> <p>The intersection of Fremont Avenue and Huntington Drive for the addition of bike lanes, installation of pedestrian countdown signals, and addition of lighting (\$50,040).</p> <p>Fremont Avenue from Columbia Street to Monterey Road to add street lighting, install flashing beacons at stop-controlled intersection, install curve advance warning signs (\$277,110).</p> <p>Huntington Drive from Leman Street to Maple Street to install bike lanes, and add street lighting (\$181,260).</p>

Operations & Maintenance (O&M) Projects	Project Status
<p>2023-2024 Slow Streets & Open Streets Program</p>	<p><u>Updated Status</u> <i>Consultant team is preparing the first pilot parklet installation. Residential design will be considered by Council in July and installed by August.</i></p> <p>An initial 'pilot' parklet will be installed ahead of the street design and equipment roll-out, and staff is coordinating a potential location for this installation. Updates were made to the residential design based on the Commission's feedback and will be brought to Council for approval in July to be installed by August.</p>
<p>Neighborhood Traffic Management Program (NTMP) Implementation</p>	<p><u>No Significant Update</u> <i>Software workflow development underway.</i></p> <p>Staff are working with the contracted software system designer to implement the NTMP online processing forms. While the implementation is underway, staff continue to receive and process requests from the community related to neighborhood traffic management.</p>

Operations & Maintenance (O&M) Projects	Project Status
<p>Ramona Avenue, Oak Street, Rollin Street, & Fremont Avenue Traffic Management</p>	<p><u>No Significant Update</u> <i>Student/Parent outreach planned.</i></p> <p>City staff met with local residents and received many comments about the planned implementation. Thereafter, City staff discussed the improvements at the South Pasadena Unified School District/City Ad Hoc Committee Meeting in late February 2023. City staff will be providing the School District outreach material for distribution to parents/students.</p>
<p>Meridian Avenue Traffic Management & Safety Measures</p>	<p><u>No Significant Update</u> <i>Pending task order issuance.</i></p> <p>Staff have evaluated the site conditions and traffic data to discuss potential improvements to Meridian Avenue. This information was presented at the July 2022 MTIC meeting, and the Commission provided feedback. A study will be conducted, including a speed survey, which will be coordinated with local stakeholders. A task order is being issued to a professional services on-call consultant for this work. Recently, the pedestrian crossing at Meridian and Bank has been refreshed with new paint and a new sign. The nearby City trees have been trimmed and residents have been notified by mail to trim nearby privately owned overgrown trees.</p>
<p>Timing Improvements at the Metro Gold Line Mission & Meridian</p>	<p><u>No Significant Update</u> <i>Task order being executed.</i></p> <p>Staff previously met with MTIC’s Chair to review recommendations regarding the timing of signal lights and railway crossing gates at Mission and Meridian. Metro has provided a contact for timing issues to work with the City. A task order to update the timing sheets for this location is being issued to a professional services on-call consultant. The task order work will also reconcile the City’s previously requested preemption changes with the known timing issues.</p>
<p>Timing Improvements at Orange Grove & Monterey Signal</p>	<p><u>Updated Status</u> <i>Work underway.</i></p> <p>Staff submitted document to the consultant including available timing sheet information and the City’s most recent speed study. Additional documents related to signal timing may needed to be updated by the consultant in order to complete the task. The consultant provided recommendations to configure the video detection system at Monterey and Orange Grove.</p>

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Operations & Maintenance (O&M) Projects	Project Status
Timing Improvements at Mission & Garfield	<p><u>Updated Status</u> <i>Work underway.</i></p> <p>Please see the above update for “Timing Improvements at Orange Grove & Monterey Signal” – both projects are at the same stage.</p>
Fremont Avenue Southbound Left Turn Pocket South of Huntington Drive Intersection	<p><u>No Significant Update</u> <i>Work scope being developed.</i></p> <p>A task order to develop a striping plan for this project is being issued to a professional services on-call consultant. The striping plan will remove the ‘no left turn’ marking a create left-turn pocket to access business at the Southeast corner of Fremont Avenue and Huntington Drive.</p>
Traffic & Parking Impacts along Glendon Way between El Centro Street and Meridian Avenue	<p><u>No Significant Update</u> <i>Pending staff discussion with the Chamber.</i></p> <p>City Council recently approved a new five-year agreement with the Chamber of Commerce that contains updated language to facilitate review of the Farmer’s Market event Parking Management Plan. Public Works will work with the Chamber of Commerce to make adjustments with the goal of improving traffic and parking impacts along Glendon Way.</p>
Replacement of Missing Orange Grove Street Lamps	<p><u>No Significant Update</u> <i>Pending staff cost estimate.</i></p> <p>Staff are developing a cost estimate to replace the Orange Grove Street Lamps, and relocating the lamps away from the street where possible.</p>
Early Action Projects (EAP) List	<p><u>No Significant Update</u></p> <p>Measure R Mobility Improvement Projects (MIP) were discussed at the November 2022 MTIC Meeting, where some elements of the “SR 710 Early Action Projects (EAP)” are planned to be addressed in the North-South Corridor Intelligent Transportation Systems Project, and the current Measure R programmed projects include the Fair Oaks SR-110 Interchange Loop/Hook On-Ramp and Off-Ramp projects and the Fremont/Huntington Mobility Active Transportation Project (see above items). “Early Action Projects (EAP) List”. EAPs do not have committed funding and will be kept on this list for future tracking.</p>

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Operations & Maintenance (O&M) Projects	Project Status
Installation of City Limit Signs at Various Locations	<p><u>No Significant Update</u> <i>Pending task order issuance.</i></p> <p>A task order to develop a conceptual plan for this project is being issued to a professional services on-call consultant.</p>
Preferential Parking Policy	<p><u>No Significant Update</u> <i>Pending General Plan Update.</i></p> <p>As a City Council Strategic Plan goal, Staff will work with Community Development in this area, considering recommendations provided by MTIC. Work will commence after the General Plan and Downtown Specific Plan are completed.</p>
2023 626 Golden Streets Arroyo Fest	<p><u>Update Status</u> <i>Traffic Control Plan almost complete and City planning efforts underway.</i></p> <p>On Sunday, October 29, 2023, the 626 Golden Streets Arroyo Fest, an open streets event, will make a comeback to the San Gabriel region after twenty years. The event is scheduled to last about four hours from 7 am to 11 am and will stretch for about eight miles of street and freeway from SR 110/Avenue 26 in City of Los Angeles on the south side to City of Pasadena on the north side. South Pasadena will be the hub for the event, with street closures along Mission Street from Fair Oaks Avenue to Orange Grove Avenue and part of Orange Grove from Arroyo Seco Parkway to Mission Street. The event is being led by ActiveSGV; they are actively meeting with impacted cities to review a comprehensive traffic control plan (TCP) and other event details similar to the Mission-to-Mission open streets event in May 2022. South Pasadena staff is also providing feedback and input to minimize impacts to local vehicle traffic to create a smoother event for all mobility users on this day including for residential and commercial streets, and freeway on-ramp and off-ramp closures.</p>
Traffic Impact Analyses	<p><u>Updated Status</u> <i>Proposed development traffic study nearing completion.</i></p> <p>Staff worked with the developer team and a traffic study consultant to complete the initial review of a traffic evaluation for a proposed project southwest of Fair Oaks and Grevelia. Staff provided comments to the developer and are awaiting responses.</p>
Huntington Drive at Marengo Avenue Crossing Guard Evaluation	<p><u>Updated Status</u> <i>Item being brought to City Council.</i></p> <p>Staff worked with the consultant to update the crossing guard evaluation report based on comments received from MTIC on April 18, 2023. Public Works and the Police Department are bringing the item to Council for review and action in July 2023. The evaluation will begin in the summer and end after the beginning of the school year to capture the school-related traffic and pedestrian impacts.</p>

Project Status Update

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Operations & Maintenance (O&M) Projects	Project Status
<p>Marengo Avenue Traffic Safety Assessment</p>	<p><u>No Significant Update</u> <i>Task order being brought to City Council.</i></p> <p>Staff revised the scope for the comprehensive traffic safety review along the Marengo Avenue corridor based on feedback from MTIC and residents who submitted comments. The consultant provided a revised scope and fee that includes traffic counts, speed data, and stop compliance surveys at additional locations, as well as an evaluation of traffic island diverters, and an evaluation of the intersection at Alhambra Road. The Task Order is being brought to City Council for approval in July 2023.</p>
<p>Huntington Drive 2000 Block Review</p>	<p><u>Updated Status</u> <i>Staff working to implement MTIC recommendations.</i></p> <p>This item was discussed at the May 31, 2023 MTIC Meeting after Public Safety Commission requested that a review of the street configuration at the 200 Block of Huntington Drive be agenized by MTIC after a recent traffic collision. Staff are working to implement the localized edge striping recommended by the Council as the first measure.</p>
<p>Diamond Avenue Improvements</p>	<p><u>No Significant Update</u> <i>Review of community suggestions and enforcement.</i></p> <p>Staff are reviewing improvements suggested by community members along Diamond Avenue between Mission Street and El Centro. The Police Department has been enforcing parking restrictions and Public Works refreshed the existing red curb paint along the roadway.</p>

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, and posting of the same agenda and reports on the City’s website.

ITEM 3

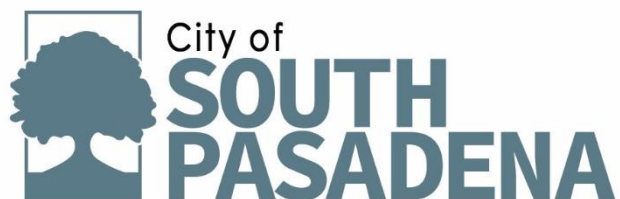
Draft – Annual Report and Fiscal Year 2023-24
Work Plan Report



ANNUAL COMMISSION REPORT 2022-2023

City of South Pasadena

Mobility and Transportation Infrastructure Commission (MTIC)



A Message from the Commission Chair

<Include Message Here>

Purpose Statement

The Mobility and Transportation Infrastructure Commission (MTIC) is a five-member body that serves as a forum for community input on mobility topics and in an advisory capacity to the Public Works Department and the City Council on:

- Mobility policy matters related to transportation and mobility including traffic management plans, transit, multimodal transportation and active transportation, evolving transportation and mobility technologies, parking management, and regional transportation matters.
- Federal, state, regional and local transportation funding and planning.
- Input on transportation and mobility policies such as the transportation related Capital Improvement Program (CIP) items, neighborhood traffic management plan, active transportation plan, etc.

Mobility and Transportation Infrastructure Commission (MTIC)

Eric Dunlap	Commission Chair
Kimberley Hughes	Commission Vice-Chair
Larry Abelson	Commissioner
John Fisher	Commissioner
Diego Zavala	Commissioner
Jack Donovan, Council Member	City Council Liaison
H. Ted Gerber, Public Works Director	Staff Liaison
David Peña, Transportation Program Manager	Staff Liaison

Mobility and Transportation Infrastructure Commission meetings are held every Tuesday of the month at 6:30 pm. Meetings are held at City council Chambers located at 1424 Mission Street.

Slow Streets Project Development and Residential Streets Design

The Commission provided input and suggestions to the Slow Streets Program scope as well as street design, implementation and outreach for the three residential streets and commercial corridor that is scheduled for full implementation in the Summer and Fall of 2023. The Commission reviewed and recommended some additional design input and modest alterations to the design plans for the City Council to approve. The first phase of the Slow Streets Program is the residential installation of temporary equipment such as curb extensions using reflective delineators or tape, enhanced crosswalks, bicycle lanes using short-term paint and/or tape, cross hatches with tape to extend the curbs, a climbing lane for cyclists along Hermosa Street traveling northbound, and the permanent removal of the approach center line on Hermosa Street. The equipment and material were purchased with a \$420,000 Metro grant that was scheduled to lapse but utilized before the deadline. The three residential street locations are as follows:

- Hermosa Street between Columbia Street and Grand Avenue
- Grand Avenue between Mission Street to Columbia Street
- Oak Street between Meridian Avenue and Garfield Avenue

The second part of the Slow Streets Program covers Mission Street, the commercial corridor which stretches from Fair Oaks Avenue to Orange Grove Avenue. Mission Street will include parklet improvements, additional furniture, and other traffic calming measures to increase pedestrian utilization and safety. The Public Works team has requested the design consultant to incorporate the Commissions' recent comments. The next step is to present the item to the City Council to begin implementation of the residential street components this summer, and pilot a parklet in the summer for Mission Street.

Review of the 2011 Bicycle Master Plan

The Commission received a presentation from the Public Works Director regarding the City's Bicycle Master Plan goals, objectives, policies, bicycle network, safety programs, funding, implementation details and design guidelines. The Commission expressed continued support for the implementation of the plan with considerations for regional connectivity with adjacent cities and bike networks, analyzing the streets comprehensively, the importance of bike facilities in the city, and roadway improvements for cyclists to utilize. The Public Works team shared continued commitment to implement the Bicycle Master Plan when performing street repaving and improvements but also recognized the importance of existing conditions and past conditions when Bicycle Master Plan was revised in 2011.

North-South Corridor Rogan Funded Project-Fair Oaks Improvements and Public Outreach

The Commission offered recommendations and input on the direction of the project and the community engagement. Funded by the U.S. of Transportation (DOT) Federal Highway Administration Rogan Funds, the project consists of upgrading traffic signals along Fair Oaks Avenue, and installing an Advance Adaptive Traffic Management System (AATMS), upgrading curb ramps, sidewalks, and crosswalks for compliance with the American Disabilities Act (ADA) and to increase pedestrian safety; modifying median noses to improve visibility. Other improvements include modifications to the bulb-outs along Fair Oaks Avenue, increasing pedestrian visibility with more pronounced crosswalks and synchronizing traffic lights and pedestrian intervals with all cycles. The design consultant, KOA, recently conducted a Community Workshop where the team and staff discussed several options with the public related to the proposed modifications. The environmental documents are being finalized by the consultant which will permit staff and the consultant to transition to the next phase of the project.

State of Streets Joint Study Session

In a joint special session, the City Council and Commission received an update and overview of the State of the Streets including current street improvement projects, transportation projects, pavement management and condition surveying, master planning, and funding. The focus of the session was to move forward with the existing street improvement bid packages which included immediate or near-term roadway improvements, preventative maintenance on streets that have been repaved, and focusing on repairing the most deficient roadways in the City. There was a collective agreement by the Council and Commission to move forward with a comprehensive and systematic Master Plan that will become the City's blueprint to follow when performing street improvements. Funding was also realigned to match the Capital Improvement Project (CIP) timeline.

Evaluation of a Second Crossing Guard at Huntington Drive/Marengo Avenue

The Commission received an evaluation report for a second crossing guard at Huntington Drive and Marengo Avenue, and provided input and recommendations to Public Works staff. The Commission recognized the consistent and overall support for the second crossing guard from residents and feedback. The Commission's recommendation was to quantify the data to justify the engineer's recommendations, consider the Manual on Uniform Traffic Control Devices (MUTCD) guidelines for countdown pedestrian signals, feasibility of a protected left turn at Marengo Avenue north or south, and an analysis of 10 years of Statewide Integrated Traffic Records System (SWITRS) collision data. Public Works worked with the traffic engineering consultant to revise the study by incorporating the Commission's recommendation and suggestions. In conjunction with the South Pasadena Police Department, the item is scheduled to next be presented to the City Council for consideration.

Meridian Traffic Data and Analysis

In 2022, the City Council directed staff to further assess the traffic and pedestrian safety conditions at the intersections of Meridian Avenue at Pine and Maple Streets, and in coordination with the MTIC, determine the implementation of feasible traffic calming measures along the corridor. The Commission received a presentation and analysis of the corner sight distance performed in compliance with the Highway Design Manual for Meridian at the Pine and Maple intersections. Staff also included the intersections of Meridian Avenue at Bank, Rollin and Beech Streets to the safety analysis.

Review of Development Projects and Transportation Impact Analysis Methodology

The Commission receive information related to recently approved development projects in the City and a review of the City's adopted Traffic Impact Analysis Methodology, which was utilized to evaluate the project related transportation impacts. The presentation included the

most recent development projects reviewed and approved by the Planning Commission included a project named Arbor Square, located at 815 Fremont, and a project named Fairview Court, located at 1020 El Centro.

Review of Measure R Mobility Improvement Project

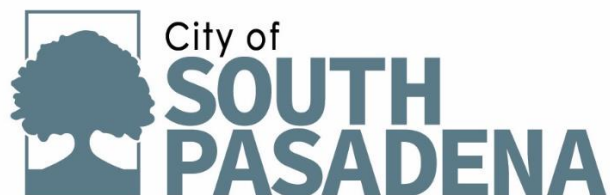
The Commission received a presentation on the proposed Measure R Mobility Improvement Projects (MIP) at the Fair Oaks and State Route 110 Interchange. The MIP fund was created as an alternative to the SR-710 Gap Closure project following adoption of the Transportation System Management (TSM) / Transportation Demand Management (TDM) alternative, where expenditures must be consistent with the purpose and need of the 710 North Project. The Commission reviewed the project progress, work completed and next steps, as well as the current conceptual design of the proposed loop ramp.

Huntington Drive Safety Concerns

The Commission received an overview and presentation on the timeline of accidents, accident data for the last ten years, and safety concerns along Huntington Drive. Residents expressed and shared anecdotes and pictures of past accidents which resulted in some property damage and sidewalk breaches in some instances. Huntington Drive is part of the Huntington/Main-Fremont Corridor Active Transportation and Intelligent Transportation System (ITS) study area, and therefore, the project has Metro Measure M funding allocated to make significant pedestrian and multimodal improvements in the long term. As such, the Commission recommended certain short-term mitigation measures to address some of the speeding issues along Huntington Drive. The Commission recommended a right edge line for parked vehicles, lane line restriping, raised reflectors and Bott's dots replacement, vehicle speed feedback signs, larger regulatory speed limit signs, street light improvements, and tree trimming along the corridor. Public Works staff began implementing some of these measures and coordinating with contractors to assist with other actions recommended by the Commission and staff.

ANNUAL WORKPLAN FY 2023-2024

Mobility and Transportation Infrastructure



Fiscal Year 2023-2024 Work Plan

- Huntington/Fremont Mobility Project
- Mission Street Slow Street Design
- Annual Traffic Safety Update
- Measure M MSP Funding
- Street Improvements, Pavement Program Master Planning, & SB1 List
- Mobility Improvement Projects (MIP) Update
- Development Project Update
- Neighborhood Traffic Management Plan
- Marengo Safety Assessment
- Bike Plan (Mobility Plan)

ITEM 4

Approval of Minutes of the Special Mobility and
Transportation Infrastructure Commission Meeting on
May 31, 2023

WEDNESDAY, MAY 31, 2023
MINUTES OF THE CITY OF SOUTH PASADENA
SPECIAL MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION
REGULAR MEETING

CALL TO ORDER

Chair Dunlap called the Special Regular Meeting of the Mobility and Transportation Infrastructure Commission (MTIC) to order on May 31, 2023, at 6:39 p.m. The meeting was held in-person and virtually via Zoom.

ROLL CALL: Chair Eric Dunlap

Present: Chair Dunlap, Commissioner Fisher, Commissioner Abelson, Commissioner Zavala and Vice Chair Hughes

Council Liaison: Councilmember Jack Donovan

Absent:

Staff Present: Ted Gerber, Public Works Director (“PWD”), David Pena, Transportation Program Manager (“TPM”), and Leonna DeWitt, Public Works Assistant (“PWA”)

PLEDGE OF ALLEGIANCE

Commissioner Fisher led the Pledge of Allegiance.

PUBLIC COMMENT AND SUGGESTIONS

1. Public Comment – General

No Public Comment

REORGANIZING THE AGENDA ITEMS

INFORMATION REPORTS

2. Updates from City Manager’s Office – Domenica Megerdichian, Deputy City Manager

Deputy City Manager Megerdichian, shared updates from across the agency, which include Department organizational assessments, Budget Review, FY 2021-26 Strategic Plan (workshops coming this Fall), Caltrans properties, the adoption of the city’s housing element, and the return of summer events (music, movies in the park and summer camp), and 4th of July events. Deputy City Manager Megerdichian announced the organizational assessment for the Police Department currently underway and supporting opportunities for Community input with an online survey available on the website. There will be an opportunity for in-person or virtual input session with a consultant on June 5th at the upcoming Public Safety Commission.

ACTION/DISCUSSION ITEMS

5. Huntington Drive Safety Concerns

Transportation Program Manager Pena gave a brief overview of this item. It was shared that there had been another accident on Sunday, May 28, 2023 on Huntington Drive near the Ocean Liquor Store.

Public Comment – Via Zoom

Erin Fleming – Expressed concern regarding the 40 miles per hour existing speed limit on Huntington Dr. and requested that it go back down to 35 miles per hour and she suggested a pilot program offered by the State, to install speeding cameras.

David– thanked staff for getting back to the community by June 1, 2023 and inquired about the timeline for the short-term and long-term solutions.

Public Comment Closed

TPM Pena followed up with questions from the community and stated he didn't have any information regarding AB645 pilot program and staff has requested quotes for a vehicle speed feedback sign, which will take about three weeks.

Public Comment reopened

Public Commenter – Expressed concerned regarding vehicles not yielding for pedestrians.

End of Public Comment

Discussion among commissioners ensued regarding improving the lighting issue, speed limits, short term and long-term mitigation efforts, vehicle collisions, markings and signage, hawk signal or rapid rectangular flashing beacons and the narrowing the lanes.

4. Slow Streets Program

Power Works Director Gerber gave a brief presentation on this item. He presented designs for various mitigation offerings including tape on streets, curb extensions, yellow crosswalk markings. There was a suggestion of having a “slow” sign at the start of a Bike Lane on Grand Ave.

There was additional discussion that include the subjects of the design of the signs and it was suggested to add a border (making sure to follow the MUTCD), marking tape, use of thermoplastic, timeframe of installation, curb extensions and signage.

6. FY 2023-2024 Work Plan Discussion

PWD Gerber gave a brief overview of the proposed items for the work plan. The plan would include:

- Street Repairs and Surfacing-bids are underway
- Measure M Projects-all 4 approved projects are funded
- Columbia St. project in conjunction with the City of Pasadena is back on as a potential, active project
- Cooperation with the Cities of Pasadena and Alhambra regarding 710 “stubs” are on-going
- The upcoming “626” Sustainability Transportation Event is Planned for October 29, 2023.

As part of the discussion, Commissioner Abelson shared that it will be important to check on on-ramps, as part of the “626” event, which is planned to take place on the 110 Arroyo Parkway. He also commented about the planned parklets planned at part of the pilot “Slow Streets” and that we need to make sure that the community and businesses are aware of the pilot effort. He also wants to make sure that the traffic warrant analysis is going forward for Garfield and Monterey Road. He would like to see it on the list of “active” projects.

INFORMATION REPORTS

3. Project Status Update – PWD Gerber

PWD Gerber provided an update on this item. Commissioners asked questions regarding “active” projects including the situation regarding Ramona and the school “drop-off” around Holy Family.

ACTION/DISCUSSION ITEMS

7. Approval of Minutes of the Regular Mobility and Transportation Infrastructure Commission Meeting on March 21, 2023

Minutes approved as amended. Motion made by Commissioner Hughes and seconded by Commissioner Abelson (4-0, motion passes).

COMMUNICATIONS

8. City Council Liaison Communications

Council Liaison Donovan thanked the Deputy City Manager Megerdichian with the excellent presentation and to talk about some of the main issues that the City is undertaking. The Housing Element was approved at the May 30, 2023 Council meeting, At the City Council meeting, all the department heads had the opportunity to discuss their department budgets and discuss what their departments are doing. Council Liaison Donovan announced that an ad hoc committee has been created to assist with the discussion of evictions for just cause. In regards to the issue of the Caltrans properties, the city has received bids for repairing the homes. The city is at the point where it will need to decide if the city accepts or rejects the bids. The city can decide to either buy the houses or not. The City is looking at a new law firm to represent the city and act as the City Attorney. The final decision should be made soon.

9. Commissioner Communications

Commissioner Zavala mentioned a development in Alhambra that might affect the City of South Pasadena on Fremont Avenue.

Commissioner Abelson reminded everyone to complete the Police department assessment survey online before the deadline of June 6th.

Commissioner Fisher commented on the proposal regarding street surfacing that was mentioned at the recent "State of the Street" joint meeting between the Mobility & Transportation Infrastructure Commission and the City Council. The example shared from the City of Burbank shows that they will have a five-year program and every year were going to do one of five areas. This would provide knowledge, so residents would know when their streets are going to be improved. Commissioner Fisher questioned how the process would work, if the City of South Pasadena moved forward with a similar approach. The city would need to have sufficient funding to cover all of the streets in that area.

PWD Gerber responded each designated area would get subset of streets completed, but not all of the streets. The idea is that when the City is divided up into the five areas is dependent on the funding and the target PCI index.

Commissioner Hughes commented that the City had a wonderful Memorial Day event at the War Memorial Building and she observed that the timing to cross Fair Oaks was 13 seconds, which is not enough time to get across. She suggested staff to look into the pedestrian timing at that location.

10. Staff Communications

TPM Pena announced on June 16th the regional connector will be opening. There will be a realignment of the rail line, so the segment going from Santa Monica to East Los Angeles and a segment from East Los Angeles to Azusa. The new alignment will be the Blue Line, now officially the A-Line, will be moving from Long Beach to Azusa without having to transfer, so a direct line passing through.

PWD Gerber announced the Commissioner Congress on June 28th from 6:00 p.m.-8:00 p.m., at the War Memorial. All commissions will be present and expected to deliver a two-slide presentation on the annual report and highlights from their commission's work plan.

ADJOURNMENT: Meeting adjourned at 9:45 p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Mobility and Transportation Infrastructure Commission of the City of South Pasadena at a meeting held on June 20, 2023.

Eric Dunlap, Chair